



## NMMEA Awards Process

*Only one name will be accepted for each award from each district.*

After each district selects their final nominations, the district president will:

- Appoint a person to submit each application. In some cases, the appointed person may be the nominee.
- Notify Executive director of each district's nominations and person responsible for submitting each application.
- Confirm that all applications have been submitted by July 1<sup>st</sup> (11:59 pm) deadline

Process

- Each application will be completed via digital form. The link to the form will be emailed to the designated submitter by the Executive Director by June 1<sup>st</sup>.

Submission needs

- Administrator of the Year, Educator of the Year, Emeritus Teacher of the Year, Hall of Fame, John Batcheller Award, New & Emerging Teacher of the Year
  - Digital application form
  - Submit via email picture (jpeg)
  - One Letter of support submitted via digital form by person nominating applicant
- Award of Distinction
  - Digital application form
  - Submit via email digital district logo (jpeg)
  - One Letter of support submitted via digital form by person nominating applicant

Deadline for submissions

- July 1 (11:59 pm)