



## **Outstanding School Transportation Administrator Award**

The goal of the National School Transportation Association is to promote greater safety and more professional transportation service throughout the industry. NSTA's Outstanding School Transportation Administrator Award was started in 2006 to recognize school transportation Administrators for their commitment to safety, business practice, and the pupil transportation industry.

### **ELIGIBILITY**

1. The nominee must have worked with an NSTA member-company for at least 3 consecutive years.
2. The nominating member company must be in good standing with the National School Transportation Association and must be a member of the state contractors' association, if there is one.
3. No more than 3 awards are given annually.
4. No more than 1 award will be given to a School Transportation Administrator in each state.
5. In any year in which there are more than 3 nominations received by NSTA, the applications for those nominations in excess of 3, who do not receive the award, may be held and considered in the following year. The nominee shall be so notified.

### **NOMINATION**

Either a state contractors' association or an NSTA contractor member may nominate.

### **REQUESTED INFORMATION**

1. The nomination must include a letter of recommendation from the following:
  - a. The nominating NSTA member company or state contractors' association.
  - b. The school district superintendent or school board president.
  - c. These letters should reflect an evaluation of the nominee's school district safety record, safety programs, and community responsibility.
2. NSTA will provide the committee with information on the nominator's involvement with the association and years of NSTA membership.
3. At least 3 photos of the nominee, including one in a professional setting and one in a less formal setting. Please email these photos to [info@yellowbuses.org](mailto:info@yellowbuses.org) after you have sent in your application.

4. The nominee must provide the name of the local media if he or she wishes to have a press release sent following the presentation of the award.

### **ACCEPTANCE**

Recipients must accept the award in person, unless extenuating circumstances are approved by the Awards Committee in advance, or the award will be held over to another year.

### **DEADLINES**

1. All nominations must be received at the NSTA office by May 11, 2012. Mail to NSTA, 113 South West Street, 4<sup>th</sup> Floor, Alexandria, VA 22314.
2. All verifying information and photos must be received at the NSTA office by May 11, 2012.
3. The Awards Work Team will review the information and notify the nominator by May 28, 2012.

### **SUBMIT APPLICATION**

Send completed application, before May 11, 2012 to NSTA, 113 S. West Street, 4<sup>th</sup> Floor, Alexandria, VA 22314



## Outstanding School Transportation Administrator Award Nomination Form

I wish to nominate the following person for the Outstanding School Transportation Administrator offered by the National School Transportation Association. This application authorizes the NSTA and the Award Work Team to seek additional information required to determine the nominee's qualifications for this award

Please type or print clearly.

**Nominee's Name\*:** \_\_\_\_\_

**School District\*:** \_\_\_\_\_

**Company Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Email:** \_\_\_\_\_

*\*Nominee's name and school district should appear exactly as it should be printed on the Outstanding School Transportation Administrator Award.*

Attach the following with this Nomination Form:

- Nominator's Testimonial Letter
- Letter of recommendation from school district superintendent or school board president.
- At least 3 photos of the nominee, including one in a professional setting and one in a less formal setting. Please email these photos to [info@yellowbuses.org](mailto:info@yellowbuses.org) after you have sent in your application.

### For NSTA Office Use Only

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Date Received: \_\_\_\_\_

\_\_\_ Nominator Letter Included

\_\_\_ Photos Received

\_\_\_ School District Official Letter Included