

Clerk of the Year

Award Nomination Form Date Submitted ____/____/____



ISBA Annual Convention

Does your board have an exceptional board clerk who deserves recognition for the important work they do? We want to know!

ISBA would like to recognize an amazing board clerk who goes above and beyond their duties. The nominee should be someone who provides outstanding service, direction to the board, and contributions to the board and their school system.

Board Members and Superintendents should submit this application by **October 1.**

Nominee Information

Name (First, Last)

District/Charter Name

Length of time the nominee has served as clerk:

Nominator Information

Name (First, Last)

Mailing Address

Day Phone

Email

Has your clerk attended the ISBA Annual Convention in the past? Y ☐ N ☐

Does your clerk attend the monthly ISBA Clerk's Meet-Up? Y ☐ N ☐

Has your clerk attended the ISBA's Clerk's Retreat? Y ☐ N ☐

**On a separate attachment, tell us why this clerk deserves this award.
Example outcome(s) of their work may include, but are not limited to:**

1. How does the clerk ensure successful board meetings?
2. How does the clerk ensure Open Meeting Law compliance?
3. How does the clerk go beyond their duties?
4. Why should this clerk be recognized?



Questions?

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