

**Texas Foreign Language Association
Administrator of the Year Nomination Form**

Name of the Nominee: _____

Work Address: _____

Work Phone: _____

Email: _____

Institution: _____ Position: _____

Fax: _____

Name of Nominator: _____

Work Address: _____

Work Phone: _____

Email: _____

Institution: _____ Position: _____

Fax: _____

Submit three (3) application packets by May 1, 2012 to:

Teresa Tattersall, Immediate Past President

William Brennan High School

2400 Cottonwood Way

San Antonio, TX 78253

(210) 398-1250 ext 3188

Teresa.Tattersall@nisd.net

Each packet must contain the following information:

1. A copy of this Administrator of the Year Nomination Form
2. Nominator's letter of recommendation: Describe the nominee's contributions to foreign languages in **all** of the following areas:
 - a. Promotes the growth of the foreign language program(s)
 - b. Demonstrates commitment to improve conditions for foreign language teachers
 - c. Demonstrates commitment to improve foreign language program(s) to benefit students
 - d. Promotes foreign languages in the educational environment and/or community
 - e. Demonstrates empathy and offers solutions to concerns regarding large classes, stacked classes, and lack of resources
 - f. Promotes and models the advantages of knowing and using of other languages
 - g. Promotes and recognizes best practices in foreign languages classes.
3. Nominator must submit one-page **letters** of recommendation from any three (3) of the following five categories:
 - a. One letter from a current foreign language teacher
 - b. One letter from a current student in foreign languages
 - c. One letter from a current teacher in another discipline
 - d. One letter from a parent
 - e. One letter from another person in an administrative position.

Signature of Nominator: _____