Michigan School Business Officials

2027 Distinguished Service Award Guidelines and Nomination Form

Purpose & Intent:

This award honors an individual who has put forth extraordinary effort, provided unique service, and has accomplishments that will serve as an inspiration and example for others to follow.

Selection Process:

Selection will be made by the MSBO Board of Directors. Nominations will be considered based on the criteria established in this document. The Board, at its discretion, can annually select one or more candidates, or no candidate, to receive the Distinguished Service Award.

Timeline:

- ✓ A completed nomination form and required information must be emailed, faxed, or mailed by **January 15, 2027.**
- ✓ The Distinguished Service Award will be awarded at the MSBO Annual Conference.

Eligibility Requirements:

To be considered for the Distinguished Service Award, each candidate must:

- Be a current or former member of MSBO for at least 10 years in any member classification.
- Have high professional integrity and character.
- Members serving on the MSBO Board of Directors are not eligible.
- No self-nominations will be accepted.

Individual exceptions to any or all of the above eligibility requirements may be granted by the MSBO Board of Directors under extraordinary circumstances.

Nominee Information:

Nominee _____ Position/Title _____

School District _____

Phone _____

Email _____

Nominator Information:

Nominator Name _____ Position/Title _____

School District/Company _____

Phone _____ Email _____

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Nominee Name: _____

Provide a short narrative description as to why you are making this nomination:

_____
_____
_____
_____
_____
_____
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_____

Provide information on the nominee's professional accomplishments including superior integrity and character example(s):

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_____

Provide information on the nominee's exemplary volunteer school business association service including example(s) of engagement beyond the job:

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_____
_____
_____

Additional Information:

_____
_____
_____
_____

Entries must be emailed by January 15, 2027 to:
Nancy Hawkins at nhawkins@msbo.org

Questions? Email: nhawkins@msbo.org
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