



Award Nominations Guidelines for CABE 2019 Annual Conference

Administrator of the Year Award

CABE invites you to submit nominees for the Administrator of the Year Award. CABE recognizes that there are many outstanding administrators who have made contributions to bilingual education and to the education of English Learners. This is the opportunity to honor one of them for their excellence, dedication and promotion of bilingual education. The Administrator of the Year Committee will select the recipient of this annual award. The winner will be honored at the CABE 2019 Conference at the Sacramento Convention Center during the CABE 2019 Award Luncheon to be held on Thursday, March 21, 2019. The Administrator of the Year selected will be notified on January 31, 2019 and will receive:

- Complimentary Registration to the annual conference
- Round trip transportation
- One night's lodging
- Two tickets for the Awards Luncheon (for awardee and guest)

Please complete the online submission with all the portfolio requirements on or before the December 4, 2018 at 5:00pm (PST) deadline. Applications received after deadline will not be accepted!

Nomination Criteria

- Member of CABE through April 30, 2019
- Currently an Administrator (PreK - 12)
- Minimum of 5 years serving ELs as an administrator
- Has made outstanding contributions to bilingual/biliteracy education and EL Programs as an educational leader
- Possesses an educational leadership philosophy that is culturally sensitive and has high expectations for ELs and biliteracy students
- Evidence of leadership in the promotion of bilingual/biliteracy programs with proven and research based programs
- District has implemented the Seal of Biliteracy and/or pathways to the Seal of Biliteracy
- Submission of complete online entry

Online Submission Requirements

- Biographical resume (2 pages maximum)
- Candidate's statement that includes: Philosophy of Bilingual Education, Community Service Information, and CABE Service (3 pages maximum)
- 3 letters of recommendation (1 letter from immediate supervisor)
- Color photo (high resolution, digital format)