



## Hall of Fame Award May 1 Postmark Deadline

Applications should be sent to:  
Duane E. Johnson  
121 East 13<sup>th</sup> Street  
Hastings NE 68901-3137  
djohnson@inebraska.com

Name of Nominee \_\_\_\_\_ Position \_\_\_\_\_

Name of School \_\_\_\_\_ Years Experience \_\_\_\_\_ Email \_\_\_\_\_

Home Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_ Phone \_\_\_\_\_

Primary Nominator Name \_\_\_\_\_ Position \_\_\_\_\_

Name of School \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

Home Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Nominator Signature \_\_\_\_\_ Relationship to Nominee \_\_\_\_\_ Date \_\_\_\_\_

### Criteria:

1. Must be or have been a member of the Nebraska Music Educators Association and MENC throughout all or a greater portion of his/her career.
2. Must have had a significant career as a music educator.
3. Must have been an elementary, middle school, high school or college educator.
4. Must have contributed to the overall success of music education in Nebraska by being involved outside his/her own program.
5. Must have shown visible support of NMEA by regularly attending the November NMEA Conference.
6. Must have shown visible support of NMEA by agreeing to serve as an officer, committee member, contest manager, mentor, etc.

### Considerations to have name placed on ballot:

1. *Person nominated must have three letters of recommendation from present or past music educators.*
  - The three letters must be from separate programs. Letters should not all be from the same community or school system. This does not preclude multiple letters coming from a community to show support.
  - Only letters from persons who have taught in Nebraska and know the nominees work will be considered as primary. Letters from Nebraska retirees can be considered primary.
  - Letters of recommendation should address the criteria as posted above.
  - Biographical information must be included and be complete and accurate.
  - A photo of the nominee must be included.
  - Applications and letters must be typed or computer generated and may be sent electronically in MS Word.
  - The only acceptable form for nomination is the form found in the magazine, on the website and/or a letter outlining the information. Any other presentation of a nominee will be discarded.
2. *Additional letters*
  - Letters of support solicited from former students, parents, community leaders, etc. are important and recommended but don't need to follow the biographical format.
  - The voting panel does consider the additional supportive letters important.

### Reporting the Outcome

- The inductee will be contacted by the Hall of Fame Chair.
- Those elected will be announced in the October issue of the *Nebraska Music Educator* which will include a biography and photo.

### Other details

#### 1. Notification of receipt of application

- Notification will be made if the letters are sent in by a primary nominator!
  - a. If only one person collects and sends all the letters - only one person will be notified that letters have been received.
  - b. Those sending individual letters will not be notified.
  - c. Email letters will simply be noted as received.

#### 2. Voting Panel

- The Past President Council comprises the voting body.
- All forms and letters are copied and sent to the voting panel in their entirety.
- To be elected the nominee must receive three-fourths of the votes of this body.

#### 3. Final Consideration

- A final panel of five Past Presidents will be used as necessary to determine the eligibility as weighed against the criteria.
- This panel of five will be chaired by the non-voting Hall of Fame Chair with other panel members comprised of Past Presidents representing the nominee's area of expertise.
- This panel will have the latitude to make the final decision using the following disclaimers:
  - a. What has this person done to further music education in Nebraska?
  - b. Has this individual produced successful programs?
- The panel reserves the right to consider a nominee that did not receive the three letters in extenuating circumstances - such as:
  - a. There may be deserving candidates who have had illustrious careers in an obscure part of the state or in a small school.
- The panel of five will be used for other purposes:
  - a. Concerns express by MENC
  - b. Examining of protests of results of election
- A simple majority by the panel will determine the final outcome.

*Other specifications such as presentation of and recognition for the award will be sent to the individual upon selection.*