



NJHS and NHS are programs of NASSP

EDWARD RYNEARSON NHS AND NJHS NATIONAL ADVISER OF THE YEAR AWARD

BACKGROUND

The NASSP Board of Directors has authorized an NHS and NJHS National Adviser of the Year Award in honor of Edward Rynearson, founder of NHS and principal of the Fifth Avenue School in Pittsburgh, PA, home of the first chapter of NHS. Rynearson was the central figure in the growth and development of the National Honor Society, promoting membership and maintaining the records of the organization in its early years until his death in 1932. While the award does single out individuals on the state and national level, one purpose of the award is to highlight the contributions made by all Honor Society advisers throughout the country. NASSP will recognize one NHS and one NJHS adviser as this year's recipients of the Rynearson Awards.

NOMINATION PROCEDURES

1. Principals from schools with active chapters of NHS or NJHS may nominate their chapter adviser. In addition, each state with an official state association of NHS or NJHS may nominate one Honor Society adviser (either NHS or NJHS). All nominees must come from a school that maintains an active NHS or NJHS chapter (duly chartered and affiliated with the national office). All nominees must have been an Honor Society adviser for at least three (3) years. The method of selecting nominees from the state association is to be determined by the state director and/or the board that governs the state association.
2. Nominations can be mailed to the national office or emailed to nhs@nhs.us and must be received by February 15.
3. Current state directors who are adviser nominees must have the application form signed by a designee (e.g., representative of the state board or sponsoring organization).

SELECTION PROCEDURES

1. NASSP staff will read all applications submitted to the national office by the established program deadline. A committee will select winners and alternates in the event the winner selects not to accept the honor.
2. Announcement of the National Advisers of the Year will be made on or around May 1, 2019.

AWARD

1. A plaque will be presented to the national winners.
2. The national winners will also receive a \$500 award from NASSP.

EDWARD RYNEARSON NHS AND NJHS NATIONAL ADVISER OF THE YEAR AWARD NOMINATION FORM

INSTRUCTIONS

- All nominees need to compose a narrative response to each of the essay questions (section V) and submit them with the nomination form.
- Complete the chapter checklist and submit it with the nomination form.
- Please include two good quality, formal color photos. Attach these to a sheet of paper that identifies the nominee by name and state or upload digital images with an emailed version of the completed nomination form, labeling images with the nominee's name and state. (Please do not write on the back of photos to avoid bleed through onto the photo.)
- Do not submit any attachments other than those requested below.

APPLICANT INFORMATION

Name of nominee: _____

Home address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

School name: _____

School address: _____

City: _____ State: _____ Zip: _____

Phone: _____

School/Chapter website URL: _____

School Facebook page: _____ School Twitter handle: @ _____

Official school position/title: _____

Number of years as an Honor Society adviser: NHS _____ NJHS _____

NHS or NJHS school national affiliation number (see mailing label, or contact the national office):

Attach recommendations from:

1. Nominee's school principal or administrator
2. Nominee's Honor Society president or student designee

CHAPTER CHECKLIST (to be completed by the nominee)

Because the National Adviser of the Year program provides both local and national recognition of an outstanding NHS or NJHS chapter adviser, it is important that each nominee verify that the chapter under his/her charge is operating in compliance with all national guidelines. Though the checklist found below does not cover all of the points regarding required components of a chapter, those points listed refer to the major elements required of all chapters. Please check below all of those components that apply to your chapter.

- Our chapter is actively affiliated with the NHS and NJHS national office.
- Selection of members of our chapter is accomplished through the use of a five-member faculty council (selection committee) facilitated by the chapter adviser.
- Bylaws of the chapter exist and are regularly reviewed and kept in compliance with the National Constitution.
- We are using the most recent edition of the Honor Society National Handbook.
- Our selection procedures are published annually for students, teachers, and parents to see, per Article IX, Section 4.
- The discipline and dismissal procedures used by our chapter conform to the guidelines found in the National Constitution, Article X (see www.nhs.us/constitution or www.njhs.us/constitution for updated text).
- The chapter undertakes at least one chapter service project each year.

Optional:

- YES, our principal is a member of NASSP.
- NO, our principal is not currently a member of NASSP.

Completed by: _____

I. LOCAL HONOR SOCIETY ACTIVITIES

List up to 10 of the most important Honor Society activities within your chapter, school, and/or community in which you have participated or coordinated.

ACTIVITY	MAJOR ACCOMPLISHMENT	YEAR
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

(use this space only)

II. STATE LEADERSHIP/INVOLVEMENT POSITIONS

List up to 10 of the most important elected or appointed positions in which you were directly responsible for state-level activities. For example, offices held in state associations, coordinating and/or hosting conferences, workshop presenter, etc. Priority should be given to those activities connected to the Honor Society.

POSITIONS/ACTIVITIES	ACTIVITY OR ORGANIZATION	YEAR(S)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

(use this space only)

III. NATIONAL PARTICIPATION

List up to 10 of the most important activities, positions, etc., in which you have been involved on the national level. For example, number of conferences attended, workshop leader, formal presentations, etc. Priority should be given to those activities connected to the Honor Society.

ACTIVITY	YEAR(S)
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

(use this space only)

IV. RECOGNITION AND AWARDS

List up to 10 experiences, honors, or recognitions that you have received which support your candidacy to be considered for this award. Do not repeat items listed previously on this form.

RECOGNITION OR AWARD	ACTIVITY OR ORGANIZATION	YEAR
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

(use this space only)

V. ESSAYS

ESSAY 1: In a separate document, describe your most significant or meaningful experience as adviser to your NHS or NJHS chapter. Essay 1 is not to exceed 200 words.

ESSAY 2: In a separate document, please respond to the following essay question: "Based on your experiences, what is the value in offering NHS or NJHS membership to students in a school?" Essay 2 is not to exceed 200 words.

VII: CERTIFICATION

I certify that the above information is true.

Signature of nominee: _____ Date: _____

Note: Upon being chosen for this award, nominees will need to complete a W-9 form for the national office in order to prepare the award check. Nomination forms for official state association nominees are to be submitted to NHS and NJHS through the office of the director of the state Honor Society organization.

CHECKLIST:

- Nomination form completed and signed (3 pages)
- Essay section completed and attached.
- Chapter Checklist completed and attached.
- Recommendation from nominee's school principal or administrator completed and attached.
- Recommendation from nominee's Honor Society president or student designee completed and attached.
- (For official state association nominees only) Recommendation from state executive director or designee completed and attached.
- Two photos enclosed or digital images emailed to nhs@nhs.us.
- Signature of state director obtained *(for official state association nominees only)*

Completed forms must be received by **February 15, 2019**, to:
Rynearson Award Nominations
NHS & NJHS
1904 Association Drive
Reston, VA 20191-1537

Completed forms submitted by email should be sent by February 17, 2019, with subject line "Rynearson Award" to nhs@nhs.us.