The NYSAAA Hall of Fame is organized as a means of recognizing interscholastic outstanding Athletic Administrators; promoting the vocation of athletic administration; and preserving the heritage of the association and the profession. This recognition is the highest honor an athletic administrator can receive from the NYSAAA for his/her contributions and accomplishments at the local, state and national level. Further, this honor sets a standard for athletic administrators to emulate.

Nominations/Criteria
Nominations for the NYSAAA Hall of Fame may be made by individuals who are current NYSAAA and NIAAA members (one only for one of two categories). Anyone may nominate one person in each of the two categories annually. Posthumous nominations will be accepted.

There are two categories of nominees;

a. Athletic Administrator – majority of school athletic administration career was after 1981

   i. All nominees shall be retired from secondary school athletic administration with a minimum of 10 years as an athletic administrator along with current membership in the NYSAAA.
   (Nominee must be retired by April 15 of the year in which nominated – this may be waived by the screening committee for special circumstances)

   ii. All nominees shall have merited recognition and distinction in athletic administration and long term contributions to interscholastic athletics. While many have served programs over a long and distinguished career, their accomplishments must have been worthy of state recognition for them to be considered. Longevity without significant accomplishments does not constitute appropriate credentials for the NYSAAA Hall of Fame consideration.

   iii. All nominees must have exhibited sustained superior performance throughout their career exemplifying the highest standards of ethical conduct, integrity, moral character, service, leadership and professionalism.

   iv. All nominees shall be considered on the merits of contribution and achievement to interscholastic athletic administration at all levels - local, state and national.
b. Athletic Administrator – majority of school athletic administration career was prior to 1981 (prior to formation of the NYSAAA).

   i. All nominees shall have been retired from secondary school athletic administration with a minimum of 10 years active as an athletic administrator.

   ii. All nominees shall have merited recognition and distinction in athletic administration and long term contributions to interscholastic athletics. While many have served programs over a long and distinguished career, their accomplishments must have been worthy of state recognition for them to be considered. Longevity without significant accomplishments does not constitute appropriate credentials for the NYSAAA Hall of Fame consideration.

   iii. All nominees must have exhibited sustained superior performance throughout their career exemplifying the highest standards of ethical conduct, integrity, moral character, service, leadership and professionalism.

   iv. All nominees shall be considered on the merits of contribution and achievement to interscholastic athletic administration at all levels - local, state and national.

Requirements for Consideration
Only the following package of materials should be submitted for an individual to be considered for induction into the NYSAAA Hall of Fame:

   a. Nomination Form: A completed nomination form.
   b. Letters of Recommendation: A maximum of two letters of recommendation can be included.
   c. Support Material: The total number of support material pages must not exceed four (4). The four pages are in addition to the nomination form and the two letters of recommendation.
   d. Photograph: A 4” x 6” or 5” x 7” portrait style photograph should accompany the nomination form. Digital Photo preferred, if available.

Instructions
All nomination forms and support materials must be sent to the Executive Director of the NYSAAA, postmarked by December 15th.

Alan Mallanda, CMAA
NYSAAA Executive Director
119 Pleasant View Drive
Lake Luzerne, NY 12846

Please use the following guidelines when preparing the nomination materials:
1. All materials must be submitted on 8.5” x 11” paper.
2. All materials must be presented in typewritten or computer generated form.
3. Do not use notebooks or portfolios with plastic sheet covers.
4. Do not use highlighters to outline specific facts or underline or draw arrows to mark copy.
5. Nomination form must contain all required signatures.
6. Put names on photo(s).
7. Nomination materials must be postmarked by December 1 to be in consideration for following calendar year class.

The NYSAAA Hall of Fame induction ceremony will be held annually in conjunction with the New York State Athletic Administrators Conference in March of each year at the Dave Martens Hall of Fame and Awards Luncheon. All selected inductees must be present at the induction ceremony. Posthumous inductees will need to be represented by a family member or appropriate individual.
**PERSON BEING NOMINATED**

*AS IT WOULD APPEAR ON THE ENGRAVED AWARD WITH CORRECT SPELLING*

**PERSON SUBMITTING NOMINATION:**

Nomination submitted by: Individual ______ Chapter_______

Print Name: __________________________________ Work Phone: ___________________
Address: ______________________________________________________________________
City State Zip
Cell Phone: ______________________ Email: _______________________________________
Signature: ___________________________________________ Date: _____________

Of Person submitting nomination

**HALL OF FAME NOMINEE:**

Prefix First Middle Last Suffix

Category of Nomination:

Current Home Address:

<table>
<thead>
<tr>
<th>Street address</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
</table>

Home Phone __________________________ Cell Phone __________________________
Home Email Address __________________________

Retired (check) _____  School Affiliation __________________________
Deceased**(check) ______
Active (check) ______
If yes, please explain ______________________________________________________

**If deceased, closest living relative or contact person – Name:__________________________

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<tr>
<th>Street address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
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Phone Number __________________________ Email Address __________________________

Nominees Education:
Name of School Attended City and State Year Graduated Degree Earned

<table>
<thead>
<tr>
<th>Name of School Attended</th>
<th>City</th>
<th>State</th>
<th>Year Graduated</th>
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</thead>
<tbody>
<tr>
<td>High School</td>
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<tr>
<td>BA/BS College/University</td>
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<tr>
<td>Post Graduate College/University</td>
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</tbody>
</table>
Nominee (name)__________________________________

Years in Athletic Administration ________ Last Year in Athletic Administration ________
School(s) As Athletic Administrator_____________________________________________________

Years as NYSAAA member ________ Years as NIAAA member ________
NIAAA Certification RAA ________ CAA ________ CMAA ________

Materials to Include (both categories):

________ 4” x 6” or 5” x 7” color portrait photograph of nominee

________ Letter(s) of recommendation (two maximum)

Supportive Materials to submit - May include brief summary of resume, newspaper clipping or other supportive materials (maximum 4 pages).

Please include the following information in list or bulleted format in support of the nomination, for pre-1981 nominations, please submit a narrative of why you are nominating this person and why you feel that he/she deserves to be in the NYSAAA Hall of Fame:

1. Briefly describe career accomplishments and contributions as an interscholastic athletic administrator at the local or sectional levels: (USE ADDITIONAL PAGE, IF NEEDED)

2. Briefly describe any career accomplishments and contributions as an interscholastic athletic administrator at the state or national levels including contributions to the NYSAAA and NIAAA. (USE ADDITIONAL PAGE, IF NEEDED)

3. Briefly describe the nominees defining moment as an interscholastic athletic administrator. Include special honors and achievements and/or awards. (USE ADDITIONAL PAGE, IF NEEDED)