



## Richard C. Evans Distinguished Mathematics Educator Award

### Application Procedure:

#### **Submit items #1 through #7** as a nomination packet:

Complete items 1-7:

1. Evans Award Cover Sheet
2. Nomination Form
3. Nominee Resume
4. At least one letter of reference from administration\*
5. At least one letter of reference from teaching colleague, such as team teacher, grade level teacher, subject teacher, etc.\*
6. At least one letter of reference from a student, parent or community member\*

**\*Note:** Each letter of reference should contain specific details about the applicant which demonstrate the qualifications of the award as listed in the 'Award Details'.

7. Nominee Work Sample ~ this could be a lesson plan, samples of student products, student work completed from a teacher lesson, publications written by the nominee, projects completed by the nominee, innovative use of technology in the classroom, websites created by the nominee, etc.

**Note:** The person who receives this award will have his/her work sample published on the NHTM website and in *Mathesis*, the NHTM quarterly newsletter.

8. Classroom Visitation ~ The seven items listed above will be reviewed by the selection committee. At most, three finalists will be selected from the seven requirements. Three members of the selection committee will then conduct classroom visitations for each of the three finalists. Finalists will be contacted in advance of the classroom visitation

Nomination packet, containing **Items #1 through #7**, can be sent electronically to:

Michelle Fox E-Mail: [secondaryrep@nhmathteachers.org](mailto:secondaryrep@nhmathteachers.org) or [m\\_fox@sau58.org](mailto:m_fox@sau58.org)

or mailed to

Michelle Fox  
NHTM Executive Board Secondary Representative  
Groveton High School  
65 State Street  
Groveton, NH 03582

**Nomination form must be received by December 15, 2016, to be considered for the award.** The completed packet, items #1 through #7 is due on January 15<sup>th</sup>, 2017.

If you have questions, you may contact Michelle Fox at [secondaryrep@mathteachers.org](mailto:secondaryrep@mathteachers.org) or call 603.586.7199