

AWARDS PROGRAM – SCHOOL COMMITTEE MEMBERS

Policy B.3.H

The contribution of long-term school committee members is valued and recognized by the Frontier School Division Board of Trustees. In recognition of this contribution, the Board has established an awards program for long-term service and outstanding service.

The regulation is separated into two parts:

- A. Long-term Service Awards,
- B. Outstanding Contribution Award.

Specific information on each award are noted in the regulations.

Responsibility for the school committee award rests with the Chief Superintendent's department.

Adopted September 1, 2009	Revised May 23-25, 2012	
---------------------------	-------------------------	--

A. LONG-TERM SERVICE AWARDS

1. Awards

The following awards will be presented in recognition of the service provided by individual members of the school committee:

- 5 years,
- 10 years,
- 15 years,
- 20 years,
- 25 years,
- 30 years,
- 35 years,
- 40 years.

School committees will be provided with the service award options for the level, and instructions on how to select their award.

2. Eligibility

Local school committees, with assistance from the Governance Support Officer(s), must submit names for the above awards. The Governance Support Officer, with the assistance of the school committee, is responsible for tracking and verifying the years of service of a member.

3. Presentation

Awards for the ten to forty-year level are presented at the Annual School Committee Conference each February if the recipient is in attendance. If the recipient is not in attendance, the award is sent to the local school committee for presentation at an appropriate school or committee function at a later date.

Five year certificates are mailed directly to the local school committee for presentation at an appropriate school or community function.

B. OUTSTANDING CONTRIBUTION AWARD

The criteria, nomination procedure and selection and presentation process follows.

1. Award and Criteria

Nominations are sought each fall (December/January) for the Outstanding Contribution Award. The award, which is a framed photograph with an engraved plate, recognizes school committee members who have demonstrated:

- a. active participation on a school committee and as a volunteer in school (e.g. assisting with Frontier Games),
- b. participation in Area and Division-wide activities (e.g. delegate to the Annual School Committee Conference,
- c. willingly takes on executive duties on school committees,
- d. willingly takes training (e.g. accounting courses for school committee purposes),
- e. good attendance at committee meetings,
- f. responsiveness to community concerns, and
- g. long-term service.

Nomination forms are available on the Division's web site.

2. Criteria for Nominations

- a. All school committee members may be nominated for this award.
- b. Nominations must be made by a school committee member or by a Frontier School Division employee.
- c. Nominations must have the written support of the school committee.
- d. The nomination must include supporting documentation, including testimonials from other members and other relevant parties.
- e. There is no limit on the number of nominations from a community.
- f. Nominations and supporting documents must be received at the office of the Chief Superintendent by a specified date in late December or early January.

3. Selection and Presentation

- a. All nominations are reviewed by a sub-committee established by the Board of Trustees. The nomination packages are evaluated based on the selection criteria. The sub-committee forwards their recommendation to the Board of Trustees. The Board of Trustees makes the final selection at the January meeting of the Board.
- b. One or more recipients may be selected.
- c. The recipient(s) of the award are notified and are invited to attend the Annual School Committee Conference in February to receive the award. If the recipient(s) are unable to attend the Annual School Committee Conference, the award will be forwarded to the Area Office for presentation at an appropriate school or community function.

Adopted September 1, 2009	Revised October 21, 2011	Revised May 23-25, 2012
Revised May 11-12, 2015		