

**Building/Department Level Support Staff Recognition
Nomination Form**

(Attach additional sheets if necessary.)

Name of Nominee: _____

Nominee's Building/Department: _____

Nominee's Title/Position: _____

Describe a time when you saw this person go above and beyond in their work.

How has this person made a connection with you and/or students or staff?

Explain the nominee's significant contributions to your team.

How does this person act with integrity to support and improve the educational culture and climate of the district?

Is there any additional information you'd like us to know on the nominee?

Name of Nominator: _____

Date Submitted: _____

Relationship to Nominee: Colleague Student Parent Community Member

Submit forms to:

- **Building Principal** – All site location support staff, such as secretaries, teacher assistants, aides, food service, custodians, nurses, therapists, CKC, Building Blocks, and all other building-based support staff
- **Director of Early Childhood Education** – All support staff at Don Earl Early Childhood and Parents as Teachers
- **Director of Transportation** – Bus drivers and other Transportation staff
- **Human Resources** – All department support staff, such as Rickman, technology, maintenance, other Service Center and Central Office staff