

Procedures for Recognition of Individuals

The following procedures for recognition of individuals for their outstanding accomplishments and/or contributions to the school district are:

1. Nominator completes "Nomination of Individual for Recognition" form and submits form to the superintendent for consideration.
2. Superintendent collects the nominations and refers the nomination to the Recognition Committee.
3. The committee reviews the nomination and makes recommendation to the superintendent.
 - a. Committee will send out nominations to alumni for vote.
Recommendation to the Board of Education will be determined by percentage of ballots in favor of nomination.
4. If appropriate, superintendent recommends recognition to the Board of Education.
5. Board of Education acts on superintendent's recommendation.
6. If approved, recognition shall be conferred at a date designated by the Board in conjunction with alumni business committee

Criteria for Consideration

In nominating individuals for recognition, it is important to consider their outstanding accomplishments and/or contributions to the school district.

Accomplishments and contributions may be considered in, but are not limited to, the following areas of recognition:

1. Outstanding service to students, staff, parents and/or community.
 - a. Must have served district (teachers and/or staff) a minimum of 20 years or if deceased during employment by Owen D. Young Central School District.
 - i. Service to district may be in the form of Administration position, Teacher or Staff (both instructional and non-instructional), or Board of Education Member.
 - b. Must show that the person had a strong and positive influence on the student body and colleagues.
 - c. Helped to create or maintain a positive perception of the district within the community.
 - d. Must be separated from the district for a minimum period of 5 years, unless deceased while still employed by the district.
2. Outstanding achievement/service or an act of heroism or exceptional act.

The type of recognition suggested shall be proportional to the accomplishments and/or contributions of the individual nominated.

Owen D. Young Central School District
Nomination of Individual For Recognition

Name of Nominee

Date of Nomination

Recognition Sought

_____ Plaque

Rationale/Justification for Nomination (add additional pages as needed).

Signature of Nominator(s)