

Section 400 – The People Who Work Here

**403 – Recognition by the Board****403 Recognition by the Board****Purpose**

The Board of Education believes it is important to recognize the service and contribution of employees of the District. The Board also believes that it is appropriate to recognize the service by members of the Board, and in extraordinary circumstances, third party individuals and organizations. The Board is committed to transparency, consistency, and inclusion in such recognition.

Objectives

This policy is intended to ensure appropriate structures for recognition are in place that promote consistency, fairness, inclusion and a respect for the finances of the District.

Process*Employee Recognition*

The Superintendent shall establish an employee recognition program that recognizes all staff based on length of service in the District.

Staff may also be recognized for individual achievements and/or awards, however all attempts should be made to ensure consistency in such recognition.

Upon retirement from the Board's employ, employees shall be recognized at a function sponsored by the Board. In addition, the Board supports providing employees a socially and/or environmentally responsible retirement gift of value as deemed appropriate by the Superintendent.

Recognition of Members of the Board

Board members will be recognized based on total completed terms of public service. Recognition will be determined by the Chair and Vice-Chair of the Board in a socially and/or environmentally responsible manner and align with the practice accorded to retiring employees.

403 – Board Recognition

Recognition of Third Parties or External Organizations

In extraordinary circumstances, the Board may recognize a third party. Such recognition will be brought to the Board for consideration by the Chair or at the recommendation of the Superintendent.

Administrative Procedures related to this Policy may include: *Insert links to any related procedures.*

Legal References:

Monitoring Method:	<i>Board of Education / Superintendent</i>
Monitoring Frequency:	<i>Triennial</i>
Adopted:	<i>202X.xx.xx</i>