

FORT LA BOSSE SCHOOL DIVISION

TITLE - **RECOGNITION FOR ACCOMPLISHMENT**

POLICY - **AEB-R**

Cross Reference -

Resolution # - 98/17

Legal Reference -

Last Reviewed – 08/05/17

Recognition for long term service by all trustees and employees and of retiring staff members will take place at the annual "Appreciation Night".

A. Recognition of Long Term Service

Trustees and employees will receive long-term service recognition with presentations as follows:

Ten (10) years of employment	- 10 year pin
Fifteen (15) years of employment	- 15 year pin
Twenty (20) years of employment	- 20 year pin
Continuing in multiples of five (5) years of employment	- 25; 30; 35; 40 and 45

Furthermore the Board may, upon the attainment of the following significant employment milestones by its employees, recognize those achievements with these special presentations:

1. For ten (10) years of service	- framed certificate
2. For twenty (20) years of service	- engraved desk set (pen and pencil)
3. For thirty (30) years of service	- engraved bell
4. For forty (40) years of service	- engraved watch

B. Retiring Staff Member

On behalf of Fort La Bosse School Division the Board of Trustees will, upon completion of service, present to a retiring staff member an expression of appreciation commensurate with their approximate number of years of service. The form of the acknowledgment will be an engraved item of appreciation as per the following guideline:

1. A total of ten (10) or more years of service	- a plaque
2. A total of twenty (20) or more years of service	-a clock
3. A total of thirty (30) or more years of service	- a framed picture from Kassies Store

Two awards and a Division pin may be presented on the same occasion -retirement at 10-20-30 years.

C. Retiring Board Member Recognition

On behalf of Fort La Bosse School Division the Board of Trustees will, upon completion of service, present to a retiring member of the Board with an expression of appreciation commensurate with their responsibilities and total number of years of service.

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| 1. For less than a complete term of office | - a framed certificate |
| 2. For a full term of office or longer | - an engraved plaque |
| 3. For one year or more as chairperson | - an engraved gavel |

Retiring Trustees and Board Chairpersons and their invitee will be honored at a dinner as guests of the Board.

