

**Guidelines:**

- (1) The "In Appreciation" Award is presented, at the discretion of the Board of Trustees, to an individual, individuals or an organization in recognition of outstanding contribution to the River East Transcona School Division.
- (2) The Board of Trustees of the River East Transcona School Division reserves the right that this award may not always be awarded in any given year.
- (3) The recipient of the award will have demonstrated a contribution directly related to education and the division through volunteer time (duration of time should be greater than four years), a substantial financial gift or a gift of kind.
- (4) Individuals involved with the River East Transcona School Division through their own employment may be recognized for going the extra mile, above and beyond their assigned duties. (Duration of time should be greater than four years.)
- (5) The recipient may not be a current employee or student of River East Transcona School Division.
- (6) The recipient does not have to live within the River East Transcona School Division community.
- (7) Nominations may be submitted by individual Trustees or by any interested party. Nominations are to be submitted, in writing, to the Board of Trustees by the end of February of each year. Nomination forms may be picked up at the River East Transcona School Division Board Office, 589 Roch Street.
- (8) The Board of Trustees will strike a selection committee by its first meeting in March. This selection committee will be comprised of up to four Trustees and one designate from Senior Administration. A Trustee making a nomination may not sit on the selection committee and will refrain from voting on the recommendation from the ad hoc committee. The selection committee will bring forth its recommendation to the Board of Trustees before the end of March.
- (9) The “In Appreciation” Award will be presented at a regular meeting of the Board of Trustees.

Effective Date: March 21, 2023

Review Date:

Amended Date:

Board Motion(s): 66/23

Legal/Cross Reference: