

**Brookings-Harbor  
School District 17C**

Code: **AGA**  
Adopted: 10/22/03  
Readopted: 10/16/13  
Orig. Code(s): AGA

**Exceptional Service Recognition Program**

The Board believes that special recognition of community and employee contributions to the district ought to occur. This recognition program will be structured so that it is not only meaningful but highly deserving as well.

The following guidelines are established to meet the purpose of the program and to ensure consistency:

1. Eligibility: Any district employee or other person who has demonstrated exceptional contributions of service, monetary donation, innovation or leadership to the district may be considered.
2. Nominations: Nominations for recognition may be made by any Board member, employee, student or community member at a regular Board meeting using the district's nomination form. Nominations may occur for service provided in the past school year(s). The deadline for nominations is the first Board meeting in March but nominations will be accepted at any Board meeting prior to March.
3. Selection: Following a minimum of one-month's time to provide for evaluation and consideration of nominees the Board will render a decision based upon a majority vote of the entire Board. There is no minimum number of honorees established but there shall be no more than six employees so honored annually.
4. Award: The superintendent is responsible for providing an appropriate certificate to each honoree. Recipients will be honored at the annual awards presentation.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.107](#)