

Recognition Committee Meeting Minutes

4 to 5 p.m. April 17, 2008

Attendees: Tanya Rowe, Chair; Kelly Bashaw, Judy Berglund, Jeff Coulter, Melinda Nelson, Kathy Stimac, Mary Anne Stuckart, Denise Suess, Lauren Thomas, John VanHaalen, and Margaret Gude, Recorder.

Tanya Rowe began the meeting with a roundtable discussion about the book “The Fred Factor” and how the principles in the book affect our work as a committee. Committee members shared their feelings about the book and our work:

- Good customer service makes you want to go back to that business.
- Chapter 2 seemed particularly fitting for the goals of this committee. In one’s workday, do you move organization closer or further from its goals? Everyone can make a difference.
- The district seems to be moving forward with recognition under the new superintendent. People in the past may not have felt recognized. Starting this recognition committee is a positive force.
- One site council was amazed and found it a positive step to start committee and begin the awards program.
- Liked the concept in the book that success is built on relationships. Relationships that work well together can pull anything off.
- Noted that Fred had a high level of ownership of his work. We can look for “Fredness” in our buildings and departments.
- How else can we share the “Fred” acts in our organization?
- Balance needed in the awards process to not undermine the ‘community-building’ that goes on in individual schools. The group decided that as long as there is transparency in the process, this shouldn’t be a concern to recognize individuals that are representative of the many positive things happening in our schools.

Tanya went over the timeline for the annual awards nominating process. The committee decided to break up into 4 groups (names drawn randomly) to look at the four categories of nominees. Members will come on their own time during the week of May 12–19 to the Superintendent’s Office/School Information where they can read the materials and use the rubric to score the nominations in their category. This will mean each committee member will review approximately 21 nominations and leave their scoring behind. The committee will meet again from 4 to 5 p.m. May 20 as a group and look at the top three nominees (based on the scoring) in each category and select as a committee the districtwide recipients.

The following chart shows the breakdown of who will be scoring each category. These were drawn randomly. Ex officio members (Nora, Ken and Kelly) will not score. Tanya will provide coordination:

| Certificated Award | Classified Award | Team Award | Volunteer/Community Partner Award |
|--|---|---|---|
| Elaine Lynch Debbie Nelson Jeff Coulter Titus Rhode | Allan Botts Sheri Emerson John Van Haalen | Mary Anne Stuckart Judy Berglund Kathy Stimac | Denise Suess Lauren Thomas Melinda Nelson |

Please let Margaret Gude (mgude@bham.wednet.edu or 676-6520) know when you plan to come to score and she will put you on the schedule for that week.

Tanya went over sponsorship of the four Districtwide Annual Awards.

- Barnes & Noble will sponsor the Certificated Staff Member of the Year Award and Sanitary Service Company will the sponsor the Classified Staff Member of the Year. Tanya is working on sponsorships for the Community Partner/Volunteer of the Year Award and Team of the Year Award.

The next agenda item concerned Staff Appreciation Week, May 5-9, 2008. How should the district honor staff during this week? Tanya shared cards from Central Administrators and the School Board sent in the past and mentioned that cupcakes and pears have been distributed to staff during this week in previous years.

The consensus was that a card from the district is appreciated and that coffee and muffins would be a great way to honor staff this year. Jeff Coulter has volunteered to call around town looking for coffee and muffin donations.

It was decided that the district would attempt to deliver a card and some other kind of treat during the week. Tanya will coordinate with principals to find the best time for their staff that week as well as with Board members and central administrators. PTA organizations also do a lot for staff during this week as well.

At the next meeting at 4 p.m. on May 20 , the committee will select the Districtwide Annual Award recipients and discuss the next steps in the annual awards process.

Next Meetings/Events:

8 a.m. to 5 p.m. May 12–19 in Superintendent's/School Information Office. Contact Margaret Gude at mgude@bham.wednet.edu or 676-6520 to let her know when you plan to stop by to score nominations.

4 p.m. Tuesday, May 20 in Room 212

By the end of May. Committee members, as schedules allow, may be asked to help surprise Districtwide Annual Award recipients at their workplace. Tanya will be in touch to coordinate schedules.

4 p.m. Tuesday, June 3 in Board Room (last meeting of the year to evaluate Annual Awards process, plan for next year)