

Recognition Committee Meeting Minutes 4 to 5 p.m. Sept. 18, 2008

Attendees: Sheri Emerson, Melinda Nelson, Debbie Nelson, Kelly Bashaw, Denise Suess, Lauren Thomas, Titus Rhode, John VanHaalen, Tanya Rowe, Chair; and Margaret Gude, Recorder.

Chairperson Tanya Rowe started the meeting by asking everyone to re-introduce themselves. She also reminded the committee of the importance of their work. She reviewed the Recognition Policy to outline the numerous recognition activities throughout the year.

The committee debriefed on the August kick-off. One comment was that the video was a nice touch. Overall it was decided that the event set a positive tone and it was powerful sitting together with colleagues. One comment for change was that it ran too long and that it was hard to sit on the risers for that amount of time.

The first recognition event will be American Education Week in November. The committee reviewed past practice during this week and decided to keep the delivery of local apples to staff but to forgo the bookmarks that had been designed and printed for students and staff in recent years. Tyler Rhode suggested stickers might be more popular with students. Tanya will work on a management plan for AEW that will include securing funds from labor associations, the local vendor and the delivery schedule for apples. She will also look into sticker purchases or printing and the continuation of a Good Apples online edition during AEW.

The next topic covered was the district Annual Awards process and timeline. The 2008-09 nomination window and deadline will be moved up substantially to give for more time for nominations to be submitted and for the committee to review them. This will also allow the Districtwide Certificated Staff Member of the Year to move forward to the regional Educational Service District (ESD) and Washington state contest this year. The ESD deadline is late May. It was also decided that the nominating window would be a relatively short time period of time (four weeks), but that it will be publicized earlier in the school year. Tanya will work on the Management Plan for this before the next meeting and bring a draft timeline, submission forms and scoring rubric for the committee for input.

Another discussion item about the Annual Awards process was the rubric used for scoring of nominations. The committee will re-examine, re-do and improve on the scoring sheets. The committee will also develop tie-breaker criteria.

Tanya mentioned that she will meet with the Bellingham Administrator Organization to see how the BAO could nominate an administrator of the year, dovetailing with the district annual award process.

The committee will meet next at 4 p.m. on Dec. 11 in Room 212.