**2023-2024 Hernando County**

**School-Related Employee of the Year**

**Nomination Form**

Do you know a non-instructional employee that has gone above and beyond to make an impact in our school district? Nominate a non-instructional staff member for the School Related Employee of the Year program to help celebrate the exceptional employees in Hernando County.

**Who can nominate?** Any member of the school community including supervisors, administrators, teachers, community members, parents/guardians, and students in Hernando County.

Examples of education support personnel who serve at the school or district level that are eligible for nomination include, but are not limited to:

~ Paraprofessionals ~ Custodians ~ Maintenance Workers

~ Food Service Staff ~ Nurses ~ Office Managers

~ Bookkeepers ~ Bus Operators & Bus Aides ~ Warehouse Staff

~ Secretaries & Clerks ~ Mechanics

Nominees may be **full or part-time** employees. Instructional and administrative personnel as defined in Section 1012.01 (2) (a)-(d) and (3), Florida Statutes or contract employees **are not eligible.**

**Nomination Criteria:**

1. Extends themselves beyond the required duties by displaying initiative and creativity.
2. Contributes to the students, school, and district they serve in the following manner:
   1. By creating positive relationships with parents, students, coworkers, and community members
   2. By cultivating safer, healthier, more attractive schools
3. Earns respect and admiration from colleagues and community.
4. Demonstrates exceptional skill and dedication to the job.
5. Displays exemplary leadership abilities through active participation in school, district, and community activities and/or makes decisions and delegates effectively and diplomatically.
6. Utilizes in-service or training to improve and develop their skills.
7. Demonstrates exemplary interpersonal skills in communicating with students, families, and community members and collaborates with other professionals.
8. Nominations should be made without regard to race, age, gender, national origin, religious affliction, or disability.

I Nominate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to represent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School/Department.

Nominated by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Nomination Forms due to School/Department Selection Committee no later than October 2, 2023,**

**by 4:00 pm**

**Please see page 2. (Page 2 Must be completed to be a valid submission.)**

I am nominating this person for School Related Employee of the Year because (use additional page if necessary):

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please complete at least TWO of the following:**

1. How does the nominee extend herself/himself beyond the required duties by displaying initiative and creativity?

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2. How has the nominee cultivated a safer, healthier, and more attractive school?

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3. How has the nominee enhanced student learning and achievement and/or contributed to the success of the students, school, and district?

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4. How does the nominee demonstrate exceptional skill and dedication on the job?

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5. How has the nominee demonstrate created positive relationships with colleagues, parents, students, coworkers, and community members?

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6.How has the nominee displayed leadership abilities through active participation in school, district and/or community activities.

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7. How has the nominee contributed to the improvement of the school culture. Through a specific project that may have enhanced student learning and achievement or created positive relationships with parents, students, coworkers and or community members.

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