

POLICY OP40: SCDSB Chairperson's Award

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| Adopted: | December 20, 2006 | Policy Number: | OP40 |
| Revised: | June 24, 2009, February 2, 2016, November 1, 2016, April 3, 2018, February 2025 | Former Policy Number: | N/A |
| Reviewed: | June 24, 2009, February 2, 2016, November 1, 2016, April 3, 2018, February 2020, November 2022, February 2025 | Policy Category: | Outcomes/Purposes |
| Subsequent Review Date(s): | November 2027 | Page(s): | 4 |

Belief Statement:

The Sudbury Catholic District School Board believes in the importance of recognizing employee(s) who make outstanding contributions to our Catholic school system.

Policy Statement:

The Sudbury Catholic District School Board has established the annual SCDSB Chairperson's Award in recognition of exemplary service within our Board, which shall be presented to an employee(s) of the Sudbury Catholic District School Board who:

- Embraces our Catholic values
- Exemplifies the Board's mission, vision and values
- Demonstrates initiative and creativity
- Contributes positively to the lives of students and staff

NOMINATION PROCESS

- Each year, nominations will be invited from staff, student councils, and Catholic School Councils of the SCDSB.
- Nomination forms will be available on the Board Web Site and by direct email.
- Nominations shall be sent to the office of the Director of Education to be forwarded to the Selection Committee.
- Nominations will be received no later than March 31st of each year.
- The Selection Committee will review all submissions and submit the name(s) of the Award recipient(s) to the Director of Education for the April Board Meeting.
- The Award will be presented at the SCDSB Retirement/Twenty-Five Year gathering and will be publicized through the local media and on the Board website.

THE AWARD

The award will consist of a commemorative plaque which will be displayed in the Board Office. The Award recipient(s) will receive an award.

SELECTION COMMITTEE

Each year in March, the Director will facilitate a meeting of the Selection Committee which will consist of the following members:

- The Chair of the Board or designate

- The Vice-Chair of the Board or designate
- Two other Trustees
- The Director of Education or designate

The Chair of the Selection Committee shall be as follows in rank order:

1. The Chair
2. The Vice-Chair
3. The Chair's designate

Any member of the Selection Committee who has a 'conflict of interest' pertaining to a particular candidate shall declare it and refrain from speaking on behalf of that candidate.

Glossary of Key Policy Terms: N/A

Policy Referenced:

[EL60 Employee Relations](#)

SCDSB Chairperson's Award

The Sudbury Catholic District School Board believes in the importance of recognizing employee(s) who make outstanding contributions to our Catholic school system. In honor of these contributions, the Sudbury Catholic District School Board has established an annual *SCDSB Chairperson's Award*.

The *SCDSB Chairperson's Award*, in recognition of exemplary service within our Board, shall be presented to an employee(s) in the Sudbury Catholic District School Board who:

- Embraces our Catholic Values: Modeling Jesus in the world through faith, respect, community, innovation and learning.
- Exemplifies the Board's mission and vision:

Mission: To realize each student's potential within our inclusive Catholic learning community by nurturing and developing their mind, body and spirit.

Vision: Leaders in learning and faith.
- Demonstrates initiative and creativity.
- Contributes positively to the lives of students or staff.

NOMINATION PROCESS

- Each year, nominations will be invited from staff, student councils, and Catholic School Councils of the SCDSB.
- Nomination forms are available on the Board Web Site.
- Nominations shall be sent to the Office of the Director of Education to be forwarded to the Selection Committee.
- Nominations will be received no later than March 31st each year.
- The Selection Committee will review all submissions and submit the name(s) of the Award recipient(s) to the Director of Education for the Regular Board Meeting of April in each year.
- The Award will be presented at the SCDSB Retirement/Twenty-Five Year celebration each year and will be publicized through the local media and on the Board website.