# Service Awards Policy

## 2330 | Service Awards Policy

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Continuity of service of the teaching and non-teaching staff is a valuable asset to the community. To encourage the retention of staff, the Board will provide service awards as follows:

Employees:

- 5 years service: Lapel pin with School District logo.
- 15 years service: A Certificate of Service, plus a gift to the value of $150
- 25 years service: A Certificate of Service, plus a gift to the value of $300
- Retirement: A Certificate of Service, plus a $50 dining gift certificate

Advertising for service award recognition will be on social media forums.

Board Members (Trustees):

A trustee leaving the Board, upon successful completion of at least one full term, will receive a plaque engraved with the School District logo and the years of service.

Schools and departments are encouraged to honour employees with 5, 15 and 25 years of service as well as those retiring from the district. The Board Chair should be invited to department events. The school's trustee liaison should be invited to school events. If the liaison is unable to attend, they will inform the Board Chair and the Board Chair will endeavor to schedule another trustee to attend.