



Staff Recognition

Administrative Procedure 2.A.90

Board Governance Policy Cross Reference: 1, 2, 3, 12, 13, 16

Legal Reference:

Date Adopted: August 1976

Date Amended: October 2006, March 2020, October 2022, January 2023

The Board wishes to recognize the loyal service of staff and Trustees who currently serve or are leaving the Division in good standing (example: resignation or retirement). Recognition will occur annually at the staff event in May and June. Separate cheques will be provided with an acknowledgement from the Division.

Employees

a) **New Employees:**

All new employees are presented with an Evergreen School Division pin.

b) **Long Service Employees:**

Employees shall be recognized for long service as follows:

After 5 years	a "5-year" pin
After 10 years	a "10-year" pin
After 15 years	a "15-year" pin
And every 5 years thereafter	

c) **Leaving the Employ of the Division:**

An employee leaving the Division shall be recognized as follows:

5 – 9 years	\$75
10 – 14 years	\$150
15 – 19 years	\$200
20 – 24 years	\$225
25 – 29 years	\$250
30+ years	\$275

Trustees

a) **New Trustees:**

All new trustees shall be presented with an Evergreen School Division pin.

b) **Leaving the Division:**

All trustees leaving the Division shall be recognized as follows:

After one term	\$75
After two terms	\$150
After three terms	\$200