

LONG SERVICE AWARDS

The School Division will recognize service to the Division in the following manner:

There will be two categories of recognition.

- A) Teaching Staff
- B) Non Teaching Staff

A) Teaching Staff

Recognition of teaching staff service will come: a) after 15 years of service; b) after 20 years of service; c) after 25 years of service; d) after 30 years of service; and e) upon leaving service or retirement (*Policy G.F.B.*).

Service will be recognized in the following manner:

- a) after 15 years of service – a suitable gift
- b) after 20 years of service – a framed certificate and a suitable gift
- c) after 25 years of service – a suitable gift
- d) after 30 years of service – an engraved plaque
- e) upon retirement or leaving service – a suitable gift (*Policy G.F.B.*)

These awards will be presented at an annual function to which the employees receiving the awards and their spouses will receive complimentary tickets.

B) Non Teaching Staff

Recognition of non teaching staff service will come: a) after 12 years of service; b) after 15 years of service; c) after 18 years of service; d) after 21 years of service; and e) upon leaving service or retirement (*Policy G.F.B.*).

Service will be recognized in the following manner:

- a) after 12 years of service – a framed certificate and a suitable gift
- b) after 15 years of service – a suitable gift
- c) after 18 years of service – an engraved plaque
- d) after 21 years of service – a suitable gift
- e) upon retirement or leaving service – a suitable gift (*Policy G.F.B.*)

These awards will be presented at an annual function to which the employees receiving the awards and their guest will receive complimentary tickets.

Service will be counted as years of employment without regard to the percentage of time worked in any given year that the individual was employed within BPSD. Service does not need to be continuous. Substitute employment does not qualify under this policy.

The changes to this policy made April 27, 2009 are not retroactive.

Amended April 27, 2009
Amended June 15, 1993
Reviewed March 16, 1999
Amended May 19, 2009