

# **Educational Support Personnel**

## **Employee of the Year Nomination Form**

In order to continue an environment where Campbell County School District (CCSD) Educational Support Personnel (ESP) know they will be publicly recognized for their performance which reflects the innovative, effective, and compassionate student and customer-centered focus that CCSD supports, an annual \$1,000 award will be presented to an Educational Support Personnel (ESP) Employee of the Year.

Eligibility: This award is available to ESP staff members who have a minimum of one year continuous employment with CCSD prior to nomination. The nominee must also continue to work in CCSD during the 2018-2019 school year. Nominations may be made by anyone including administrators, supervisors, staff, students, parents, and other community members.

Due Date: Nomination forms must be received by the CCSD Administrative Assistant to the Associate Superintendent for Instructional Support no later than **5 p.m., Friday, April 13, 2018.**

Campbell County School District  
Attention: Alyssa Ballou  
1000 West 8<sup>th</sup> Street, P.O. Box 3033  
Gillette, WY 82717-3033  
Or  
[aballou@ccsd.k12.wy.us](mailto:aballou@ccsd.k12.wy.us)

Instructions: Please complete the nomination form and describe how the nominee exhibited the traits listed below in the areas of consideration. Include specific examples.

\*Nomination Period: January 15, 2018 – April 13, 2018

**Nominee's Name:** \_\_\_\_\_

**Nominee's School or Building:** \_\_\_\_\_

**Position of Nominee:** \_\_\_\_\_

**Supervisor of Nominee:** \_\_\_\_\_

**Nominator Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Nominator Phone Number** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

Please give details of how this nominee’s job performance is reflected in one or more of the following areas of consideration. You may attach a separate page, if more space is needed.

∞ Positive Impact: Service, communication, dedication, professionalism, respect, honesty, trust, and compassion in dealing with students, staff and community.

∞ Initiative: Purposefully directing actions to result in success, and taking responsibility for those actions and outcomes.

∞ Innovation: Contribution toward more efficient or productive operations, incorporating original ideas, and progressive thinking.

∞ Significance: Specific accomplishments that contribute to the success of CCSD in meeting its goals of improving student achievement, improving wellness of students and staff, and/or ensuring efficient and effective operations.

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