

# Oakland County Support Person of the Year Award Overview

## Sponsored by



The Oakland County Support Persons of the Year Award, formerly the Betty Campion Award, was established in 1990 as a tribute to long-standing Oakland Schools and Walled Lake Board of Education member, Betty Campion. It recognizes the contributions made by those in support positions throughout the local schools districts in Oakland County. Candidates for this award must be employed in a support position in a local district – transportation, maintenance, custodial, office personnel, food services, or professional support to teachers (including para-educators). The Oakland Schools Education Foundation will award four school support persons (one from each quadrant of Oakland County) with a \$500 cash prize each and framed certificate of recognition to applaud the integral role they play in the day-to-day operations of districts. These items will be presented to the recipients at their local board of education meeting in May or June of 2019.

The award is funded by the Oakland Schools Education Foundation and supported by Oakland Schools.

### Eligibility

The nominee should be:

1. An exceptionally dedicated, knowledgeable and skilled employee who serves in a support staff capacity
2. Someone who goes above and beyond the call of duty
3. Supportive of the learning environment
4. Someone who plays an active and useful role in the community
5. Employed in one of the following work classifications: Transportation, maintenance, custodial, office personnel, food services, or professional support to teachers (including para-educators).
6. Someone with a minimum of five years of experience in his/her current or related position.

### Nomination process

Nominations may be initiated by school administrators, supervisors or teachers. **Please note:**

**There is a limit of one nomination per district.** The nomination packet should include:

1. Completed nomination form, including an essay describing the nominee. The essay may not exceed two pages of 12 point type (or larger) and half-inch margins. The essay should address the following points:
  - a. What does the nominee do to strengthen and improve the learning environment?

- b. What makes this person an exceptional school support person?
  - c. Describe the nominee's work-related activities.
  - d. Describe the nominee's community involvement.
2. A current résumé, including work history, professional development activities, schools attended (with years attended), awards and other recognition received, membership in organizations.
  3. A maximum of three letters of support from teachers, students, former students, or colleagues.

*Please do not use folders, notebooks, report covers or other materials that add to the expense of copying and mailing.*

**Selection process**

A selection committee, made up of representatives of the Oakland Schools Education Foundation and Oakland Schools, will review the nomination packets and select the one support staff from each quadrant of Oakland County to receive recognition as an Oakland County Support Person of the Year Award winner.

**Notification**

The Oakland Schools Education Foundation will notify the nominees and their districts in early May 2019. The winners will be invited to attend an upcoming local board of education meeting during which they will be presented with the award. They will be encouraged to bring family members to attend the presentation.

**Recognition**

The winners will be recognized by a representative from the Oakland Schools Education Foundation and Oakland Schools at their local board of education meeting in May or June.

The winners will receive a \$500 cash award and a framed certificate of recognition, presented to them at their local board of education meeting. All nominees will receive a certificate of recognition.

**Timeline**

February                      By this date, program information and nomination forms will be emailed and mailed to the Oakland County Superintendents Association and their executive administrative assistants. Forms will also be sent to the Oakland County School Public Relations Association.

Nomination forms and guidelines will be posted on the Oakland Schools website.

A press release will inform the public and school community about the Oakland County Support Person of the Year Award.

March                              Completed nomination packets must be returned to The Oakland County Support Person of the Year Award c/o Andrea Berry, Oakland Schools Education Foundation, 2111 Pontiac Lake Road, Waterford, MI 48328-2736.

March	Packets will be sent to selection committee.
April	Completed judging forms are returned to Andrea Berry
May	Press release and announcement of the winners; congratulatory letters will be sent to all nominees with certificate of recognition and an invitation to attend their local board of education meeting will go to the winners.
May/June	Presentation of four (4) \$500 awards and framed certificates of recognition will be made at the winners' board of education meetings. Dates and times TBD.