

TO: ADMINISTRATIVE TEAM

FROM: GARY BENSON

DATE: JULY 9, 2010

RE: EMPLOYEE APPRECIATION – 2010-2011 SCHOOL YEAR

The following list outlines dates for recognizing various employee groups during the 2009-2010 school year. We regret that some groups are scheduled in consecutive weeks. Despite these scheduling issues, we trust that you, your staff, parents, and students can find special ways to demonstrate appreciation for the many contributions these groups make to education.

October 4 – 8	Health Professionals
October 11 - 15	Nutrition Service Staff (during National School Lunch Week)
October 18 - 22	Transportation Staff (during National School Bus Safety Week)
November 8 - 12	Custodians and Maintenance Staff
November 22 - 26	Substitutes
January 1 –31	School Board Recognition Month
February 7 - 11	School Counselors and ESAs: Psychologists, Counselors, Physical Therapists, Speech Language Pathologists, Occupational Therapists, Social Workers (during National School Counseling Week)
February 21 - 25	Volunteers
March 7 - 11	Paraeducators, Job Coaches, Interpreter/Tutors, Security Officers (during Classified School Employee Week)
March 21 - 25	Professional Technical Staff: Computer Services, Purchasing, Head Start, Case Managers, Assessment Coordinator, Facilities Manager, Recreation Manager, Business Services, Responsive Services
April 18 - 22	Secretarial and Clerical Support Staff (during Administrative Professionals Week and Day)
May 2 - 6	Certificated Staff (during National Teacher Appreciation Week)
May 16 - 20	Administrative Staff (during National Educational Bosses Week)