

Support Staff Employee of the Year – 2015

Support staff includes all district employees working in a role that supports student learning. Including, but not limited to: Education Assistants, Technicians, Computer Operators, Food Service, Buildings & Grounds, Nurses, and Secretarial/Clerical/Accounting.

Nomination Form

Due by 4 PM, Tuesday, April 21, 2015

Return to
Employee Recognition Committee c/o Bernie Reinke, District Office
or e-mail bernie.reinke@hutch.k12.mn.us

Nomination of: _____

Position: _____ Building: _____

Nominated By: (one nominator per entry) _____

Building: _____ Position: _____

Email Address: _____ Phone Extension: _____

Instructions:

On the following page, check-off the “Habits of Mind” characteristics the person being nominated displays. **Select only those that apply.** Use the characteristics listed as a guide to help write your nomination.

Give specific examples of how the nominee demonstrates the characteristics selected. Additional pages may be attached.

Include a lot of details and be sure to add any other comments about the nominee that would be helpful to the selection committee.

Comments and quotes from nominations may be shared publically.

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Nomination of: _____

Persisting (*stick to it*) _____

Managing Impulsivity (*take your time*) _____

Listening with Understanding & Empathy (*understand others*) _____

Thinking Flexibility (*look at it another way*) _____

Thinking About Your Thinking (*know your knowing*) _____

Striving for Accuracy (*check it again*) _____

Questioning & Problem Posing (*how do you know?*) _____

Applying Past Knowledge to New Situations (*use what you learn*) _____

Thinking & Communicating with Clarity & Precision (*be clear*) _____

Gather Data Through all Senses (*use your natural pathways*) _____

Creating, Imagining, & Innovating (*try a different way*) _____

Responding with Wonderment & Awe (*have fun figuring it out*) _____

Taking Responsible Risks (*venture out*) _____

Finding Humor (*laugh a little*) _____

Thinking Interdependently (*work together*) _____

Remaining Open to Continuous Learning (*I have so much more to learn*) _____

