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| <i>Rainy River District School Board</i> | SECTION 3 <i>Personnel</i> |
| RECOGNITION OF SERVICE AND GIFTS | 3.18 |

POLICY

The Rainy River District School Board will recognize service to the Board by employees and individuals who are not employed by the Board.

RATIONALE

The Rainy River District School Board believes that recognizing and honouring employees for service and/or academic excellence is integral to a positive and productive working environment. The Board also appreciates individuals who donate services that promote or enhance the activities and values of the Board.

IMPLEMENTATION

As per Procedure 3.18 Recognition of Service, and Guidelines.

GUIDELINES

- 1.1 Gifts may be provided to individuals as tokens of and for exceptional work will not exceed a value of \$50 and may be:
- Non-cash gifts or gift cards
 - School board merchandise
 - Commemorative certificate or plaque.

The Finance Committee will review the policy rates annually.

- 1.2 Employees will be recognized for 15 and 25 years of service, and retirement. The Director/designate will approve these recognition awards, as budgeted.

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| <u>CROSS REFERENCE</u> | <u>Date Approved</u> 23-06-06 | <u>LEGAL/MINISTRY OF EDUCATION REFERENCE</u> |
| ▪ Procedure 3.18 Recognition of Service | <u>Board Motion</u> 045 | |
| | <u>Review Prior to</u> 2028 (Annually for rates) | |