



**Howell Public Schools Support Person of the Year & Service Person of the Year
Nomination Form
2017/18**

Howell Public Schools will honor an outstanding Support Person of the Year and Service Person of the Year for their contributions to the success of the learning community.

There are a large number of employee groups that support Howell Public Schools. We divided the employee groups into two categories and plan to honor a ***Support Person of the Year*** and a ***Service Person of the Year***. All nominees must be employees of Howell Public Schools.

Support Person of the Year includes: secretary, main office clerk, library services coordinator, bookkeeper, computer technician, and non-union support.

Service Person of the Year includes: paraprofessional and general education aide, copy clerk, mentor, hall monitor, food service, and maintenance employees.

Individuals associated with Howell Public Schools (employees, students, parents, and community members) are invited to nominate a candidate for these awards.

Nominations are due by **Friday, November 10, 2017, at 4 p.m.** Nominations received after the November 10 deadline will not be considered.

My nominee is: _____

Nominee's Position: _____

I am nominating this outstanding individual as:

___ Support Person of the Year

___ Service Person of the Year

Nominee's Building _____

Please complete the questions below explaining why you are nominating a candidate for Howell Support Person or Service Person of the Year.

Is an exceptionally dedicated, knowledgeable, and skilled member of the support/service staff:

Goes above and beyond the call of duty:

Is supportive of the learning environment:

Plays an active and useful role in the community, as well as the schools:

Please provide your name, email address and/or phone number below:

Please send your completed nomination form to Support/Service Person of the Year, 411 N. Highlander Way, Suite A, Howell, MI 48843. Nominations are due by Friday, November 10, 2017, no later than 4 p.m.