



# USD 261 CLASSIFIED & CERTIFIED STAFF RECOGNITION PROGRAM FREQUENTLY ASKED QUESTIONS

---



## **What is the Star Polisher Award program?**

The Star Polisher Award program is a district-wide recognition effort to celebrate and honor outstanding service by a classified and a certified employee to our students and the Haysville School District.

## **Who can nominate someone for a Star Polisher?**

Anyone! Students, employees, parents or members of the community can all submit nominations.

## **Who selects the Star Polisher award winners?**

Building Principals and Department Supervisors must first support the selection of an employee for the award. A district selection committee is responsible for selecting the Star Polisher award recipients for each semester.

## **What are the criteria upon which Star Polishers should be selected?**

Classified and Certified District employees who support the District Strategic Plan and Belief Statements and exemplify one or more of the Core Principles of Master Teachers can be nominated.

### **DISTRICT BELIEF STATEMENTS: WE BELIEVE**

- FAILURE IS NOT AN OPTION.
- HIGHER EXPECTATIONS YIELD HIGHER RESULTS
- IN LIFE-LONG LEARNING.
- KIDS CAN BE SUCCESSFUL WITH 1 CARING ADULT.
- LEARNING IS ENHANCED IN A SAFE AND ORDERLY ENVIRONMENT.
- WE SHOULD EDUCATE OUR STUDENTS AS IF THEY WERE ONE OF OUR OWN.
- EFFECTIVE INSTRUCTION AND LEADERSHIP ARE ESSENTIAL TO STUDENT ACHIEVEMENT



## **How many people can be selected to receive the Star Polisher?**

A classified and a certified staff member will be selected each semester for the Star Polisher Award from the Board of Education each semester.

## **What should schools/buildings do to recognize their Star Polishers?**

You select the “best-of-the-best” to be Star Polishers, so you should do everything possible to recognize their efforts. This doesn’t mean spending a lot of money! Star Polishers most value the recognition they receive at their buildings and in the district. So, announce the award at an already scheduled building assembly and/or staff meeting. Put it in the building newsletter. Put it on your marquee. Decorate their door or put up a sign in their department. Be creative!

## **How are Star Polishers recognized at the district-level?**

- Star Polishers are recognized by the Board of Education at the beginning of a meeting. Each award recipient receives a certificate, a “Star Polisher” lapel pin and the personal congratulations of the Board and Superintendent.
- Star Polishers are listed on the district’s website, [www.usd261.com](http://www.usd261.com).
- Star Polishers may also be highlighted in the District Newsletter and sent to local media.



# STAR POLISHER AWARD

## PURPOSE AND PROCESS

---



### **Purpose**

The purpose of the Star Polisher Award program is to celebrate the accomplishments and dedication of employees to the success of the students in Haysville Schools. It also provides the Haysville Board of Education an opportunity to recognize individual employees for outstanding service to the district. The recognition should serve to boost morale through evidence of appreciation of performance and encourage community residents, business and community civic group involvement.

### **Process**

The Star Polisher Recognition / Award will be given twice a year at a regularly scheduled Board of Education Meeting. This process is handled through the Personnel Department of the school district.

- Community Relations department will publicize the information in newsletters, on the district website, in district publications, and through local media.
- Nominations are solicited from staff members, parents, students and patrons.
- Personnel Department will collect nominations.
- Star Polisher Award Committee will review applications and select recipients.
- Number of honorees will be a classified and a certified staff member.
- Letters of congratulations will be sent to recipients.
- Invitation to BOE recognition at the beginning of a BOE meeting in January and May.
- Recipients will receive special recognition, a certificate and star polisher lapel pin.





# **STAR POLISHER AWARD**

## **PURPOSE AND PROCESS**



### ***The Star Polisher***

I have a great job in the universe of occupations.

What do I do? I'm a "star polisher."

It's a very important job. If you want to know how important,  
Just go out at night and look at the stars twinkling and sparkling.

You see, I'm a teacher, an educator, a mentor.

The stars are the children in my class.

My job is to take them-in whatever shape they come-

And shine and buff them and then send them out  
to take their places as bright twinkling beacons in the sky.

They come into my room in all shapes and sizes.

Sometimes they're bent, tarnished, dirty, crinkly, or broken.

Some stars are cuddly and soft.

Some are prickly and thorny.

As I buff and polish, I train and teach my little stars;

I tell them that the world cannot do without them.

I tell them they can be the brightest, shiniest stars in the sky  
and the world will be a better place because of them.

Each night as I look at the sky,

I'm reminded of my very important job  
and awesome responsibility.

Then I get my soft buffing cloth  
and my bottle of polish

in preparation for tomorrow

...for my class of little stars.

