

Madeira Schools Foundation  
**DISTINGUISHED STAFF AWARD**  
Nomination Form

SELECTION CRITERIA

1. Candidate must have been employed full-time for a minimum of ten years, followed by retirement or death, or twenty years followed by a resignation in good standing. Three years must have elapsed after meeting the retirement requirement. The candidate need not be a Madeira resident. Award can be made posthumously.
2. The employee must have significantly contributed to the goals of the Madeira City Schools. The community, staff, students and parents must have recognized the employee as being a positive role model for students.
3. The employee must be recognized as a person who exceeded expectations by often going "beyond the call of duty" to assist students, staff, parents, and or community members. The employee must be a person who was truly dedicated to further the aims of the school system through regular and sustained professional and personal contributions.
4. The employee was and is a person of good character and high moral standards.
5. Once nominated, person may remain part of a "candidate pool" for future selection and endorsement.

Nominee \_\_\_\_\_ Nominee's phone number \_\_\_\_\_

Nominee's address \_\_\_\_\_  
\_\_\_\_\_

Your name \_\_\_\_\_ Your phone number \_\_\_\_\_

Your address \_\_\_\_\_  
\_\_\_\_\_

How long have you known the nominee? \_\_\_\_\_

Why do you believe this person should be selected for the Madeira Schools Foundation **Distinguished Staff** Award? Please include any facts, figures, contributions, special honors, or any other material that will be of assistance to the selection committee. Please use a separate piece of paper if necessary. Attach a resume if one is available.

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Please address and send to: "Foundation Awards"  
C/O Madeira City Board of Education Office  
7465 Loannes Drive  
Cincinnati, OH 45243