

Hastings Area Public Schools - ISD 200
School Board Meeting Agenda

Wednesday, August 11, 2021
Work Session
Middle School Media Center

- I. **Items for Discussion**
 - a. Board Governance
 - b. Mask Discussion
 - c. Employee Recognition Parameters
 - d. Discipline Policy - Administrative Procedures

430
STAFF RECOGNITION

I. PURPOSE

The district shall demonstrate its appreciation of employees through a board-approved employee recognition program.

II. TYPES OF STAFF RECOGNITION

A. Years of Service – Employees will be recognized for years of service in the school district at five year intervals beginning with 5 years of service in the following ways:

- 5 Years – Desk Clock
- 10 Years – Pen/Pencil Set
- 15 Years – Engraved Box
- 20 Years – Marble Apple & Base
- 25 Years – School Bell & Base
- 30 Years – Anniversary Clock
- 35 Years – Crystal Bowl
- 40 Years – A gift valued at \$100
- 45 Years – A gift valued at \$150

B. Outstanding Service Award/Retirement

- Retiring employees will be recognized with a stadium blanket.
- Employee of the Semester will be recognized with a framed certificate.
- Employee of the Year will be recognized with a crystal trophy and parking space sign.

C. Employee Retirement & Recognition Program - The district will recognize employee service and retirements and any other awards for staff with an annual Recognition & Retirement Program which will include a meal provided to all staff in attendance.

Legal References: Minn. Stat. § 123B.02, subd. 14a, General Powers of Independent School Districts



*Hastings Public School District
ISD #200*

430 Employee Recognition Compensation

I. Purpose

The purpose of this policy is to provide guidance for the Hastings School District in providing proper incentives and improvement of employee morale through district recognition of staff.

II. General Statement of Policy

- A. The School District shall provide recognition awards for employees for exemplary work or effort and/or years of service whenever fiscally possible. This form of in-kind compensation shall include, but is not limited to, recognition meals, plaques and similar awards. It shall not include cash or gift card payments of any kind.
- B. The district, through the School Board, shall declare its intent to provide this recognition prior to the beginning of each school year. This declaration shall include a description of the types of incentives and the date they will be delivered. It is expected that the district will determine a list of priorities for each of the incentive types.
- C. The District shall be fiscally responsible in determining the level of incentive for recognition that will be provided each year. The district priorities will guide decisions on making the determinations.
- D. Nothing in this policy sets a precedent for the presence or absence of recognition awards on a year-to-year basis.

III. Definitions

- A. Recognition means the acknowledgement of exemplary work or effort and/or years of service.

Policy Reviewed: 06.23.2021

Policy Adopted: 06.23.2021

Policy Revised: