

# ABOVE & BEYOND CHAMPIONS (ABC) Recognition Program



## Frequently Asked Questions

Q: Why was the ABC Recognition Program developed?

A: The Abbotsford School District is committed to providing a workplace that fosters creativity, inspires excellence, and challenges everyone to embrace growth. The ABC Recognition Program was established to promote an engaged and motivated organizational culture that encourages and recognizes employees who identify creative and innovative methodologies, supporting our strategic goals and connecting with our values: ***Respect, Trust, Integrity, Community, Teamwork***

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Q: When is the nomination deadline?

A: Nominations will open on June 1 and close on June 30 of each year. Nominations will be collected via Microsoft Forms through the Human Resources Department.

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Q: Where can I find out more information on the program and nomination categories?

A: More information can be found at: [ABC Recognition Program](#)

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Q: I do not provide direct support to students in my position, how would I or my team members be nominated?

A: All employees of the Abbotsford School District provide direct or indirect student support within their positions.

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Q: How will I know if I have been selected to receive this award?

A: You will be contacted by the ABC Recognition Committee and invited to attend the ABC Recognition ceremony in March which will be held in conjunction with our annual Long Term Service Awards.

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Q: What if I don't feel comfortable being recognized publicly?

A: The successes of our school district are a testament to the very talented and dedicated teachers, support staff, managers, and administrators throughout our district who make a difference every day. While mandatory attendance is not expected, we encourage you to attend to celebrate and acknowledge your

great work. If you choose not to attend the recognition ceremony, you will receive your award and certificate from your leader at your work site.

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Q: How will the ABC Recognition Program affect the Long Term Service Awards celebration?

A: The District will still celebrate long term service which will be a combined celebration with the ABC Recognition Awards.

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Q: How do I go about nominating someone?

A: Complete the online form found at <https://forms.office.com/r/wHMfHvYFRK> Please ensure you include a detailed story of what your nominee has accomplished over the current school year, and in what category. Your nomination will automatically be sent to the ABC Recognition Committee who will review all submissions and determine the Above and Beyond Champions. All nominations must be submitted by June 30 of each year.

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Q: Who are the ABC Recognition Committee members?

A: The ABC Recognition Committee will include unionized (Teachers and Support staff) and excluded employees to represent each division or department within the Abbotsford School District (e.g. Elementary, Middle, Secondary, Operations, LSS/CORE, SBO). The committee members will be identified through the Senior Leadership Team.

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Q: Will nominees find out who nominated them?

A: Yes absolutely, this is a transparent process.

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Q: How does the ABC Recognition Committee determine who wins?

A: The ABC Recognition Committee will determine who wins an award by using the following criteria:

- Reviewing the submission with the school or department leader to gain a full understanding of how the nominee(s) have gone above and beyond in their position(s);
  - Reviewing the nominee's efforts and resources used;
  - Reviewing the impact of the improvement(s);
  - Reviewing the practical use of the improvement.
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Q: How will all staff know who has won an ABC Recognition Award?

A: The results will be posted on the Employee Toolkit and Leaders Toolkit, prior to annual ceremony in March. Information will be shared in our Superintendent's Newsletter and also posted on district/school channels as a news item. Depending on comfort level, the recipient may also be highlighted on the school district's social accounts (FB, IG, Twitter, LinkedIn).

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Q: Can I submit a nomination for one of the categories that occurred two years ago?

A: No, currently we are requesting nominations for the current school year and annually thereafter.

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Q: Can a team or individual nominate themselves?

A: No, the nomination must come from a co-worker or leader not directly involved in the project.

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Q: What do the winners receive as an award?

A: The winners will receive a certificate of recognition and a \$100.00 gift certificate for their outstanding achievement.

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Q: I want to nominate someone but they don't fit perfectly into any of the categories.

A: Achievements often fit into more than one nomination category, so this can be quite difficult to choose. A suggestion is to nominate the individual or team in the nomination category that "best fits" their achievements/acts.

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