

**MEDICINE HAT PUBLIC BOARD OF EDUCATION OPERATES AS MEDICINE HAT PUBLIC SCHOOL DIVISION,
AND FOR THE PURPOSE OF THIS DOCUMENT WILL BE REFERRED TO AS "MHPSD" AND/OR "DIVISION"**

SECTION 500 – Personnel and Employee Relations

ADMINISTRATIVE PROCEDURE: APPRECIATION DINNER

<i>PROCEDURE CODE:</i>	<i>522 AP 004</i>
Policy Reference: 522 – Staff Recognition and Celebration	

PROCEDURE

The Board will sponsor an Appreciation Dinner each year to recognize certain employees, parents, and student leaders.

1. The following will be invited to the Appreciation Dinner:
 - 1.1. Division Council of School Councils Chair/School Council Chair/Co-Chairs and an administrator from each school;
 - 1.2. Employees and guest who are retiring effective that school year; Honoured Educators;
 - 1.3. Employees and guest who have served 25 years, 30 years, 35 years and 40 years;
 - 1.4. Honoured Educators, and guest, as selected in accordance with Division procedures;
 - 1.5. Two Student Council representatives from each of the secondary schools;
 - 1.6. Student delegates
 - 1.7. Board of Trustees;
 - 1.8. Central Office administrators;
 - 1.9. A.T.A. Division Representative;
 - 1.10. Presidents of the A.T.A. Local and CUPE Local;
 - 1.11. Media;
 - 1.12. Coordinating Committee;
 - 1.13. Board of Directors, Education Foundation;
 - 1.14. Edwin Parr Nominees and guest, and
 - 1.15. Excellence in Teaching Award Nominees and guest;
 - 1.16. Friends of Education Award Recipients and guest.

Approved: March 15, 2005

Revised: January 9, 2017