

Blue Ribbon Society Guidelines



The D300 Blue Ribbon Society comprises a select group of distinguished members who epitomize District 300's values. The *Society* aims to recognize their greatness and celebrate their achievements.

How Does the D300 Blue Ribbon Society Work?

If a D300 staff member, student, volunteer, or community members observes a D300 staff member, student or volunteer demonstrating greatness, they can nominate that individual to become a member of *The D300 Blue Ribbon Society* by completing a nomination form at: www.d300.org/BlueRibbon

Who Can Be Nominated:

All D300 students, staff members, and volunteers

Staff Members include:

- All current D300 employees
- All current Aramark Employees who work in a D300 building
- All current Durham (bus transportation) employees
- All current D300 student teachers and interns

Students Include:

- All current D300 student enrolled in any D300 program or facility

Volunteers Include:

- Any individual providing a service or contributing their time to D300 without receiving payment

Who Can Nominate:

- Any current D300 employee is eligible to nominate a student, staff member, or volunteer
- Any current D300 community member is eligible to nominate a staff member, student or volunteer
- Any D300 student is eligible to nominate a staff member or volunteer (if a student would like to recommend a student, that request should be forwarded to a staff member to submit on his or her behalf).

Award Criteria:

In order to be considered for recognition a nominee must fulfill at least one of the following criteria:

- Demonstrate an observable act of greatness that exceeds student, job, or volunteer expectations (demonstration can occur as either a singular act or a sustained level of greatness executed over an extended duration)
- Exemplify one or more of District 300's values, including compassion, altruism or innovation
- Promote a positive environment within the District or the surrounding community
- Make a significant impact to the D300 organization, the D300 community, or a D300 staff member, student, or community member
- Extend self to complete a goal

Voting Process:

- All nominations will be compiled on a biweekly basis and reviewed. Each nomination will be carefully reviewed and scored using the Blue Ribbon Society Award Rubric. The Rubric contains a possible 25 points. Nominees receiving scores of 20 or higher from the Executive Cabinet will be awarded Blue Ribbon Society membership.

Voting Information:

- The number of *D300 Blue Ribbon Society* memberships may vary monthly based on strength of nominees
- A student or staff member may receive an unlimited number of annual nominations, but is limited to one *D300 Blue Ribbon Society* recognition per academic year
- Nominees awarded recognition (and nominating staff) will be informed by the communications department

Frequently Asked Questions:**How can I nominate someone for the Blue Ribbon Society?**

Complete the form at: www.d300.org/BlueRibbon

How will I find out if my nominee has been awarded membership into the Blue Ribbon Society?

A member of the Communications Services Department will contact you regarding the decision of your nominee.

How will nominees be notified they have received membership?

A member of the Communications Services Department will contact all nominees receiving membership and invite them to a subsequent Board Meeting.

What if I want to nominate someone who does not fit into the D300 student, staff or volunteer category?

We will work to accommodate all nominees. Please contact our Director of Public Relations and Communication Services, Anthony McGinn, at anthony.mcginn@d300.org to discuss how to nominate someone who is not a student, staff, or volunteer.

If a new Blue Ribbon Society member is unable to attend a Board Meeting, can they still be recognized?

Yes, they can still be recognized during a Board Meeting and their lapel pin and certificate will be delivered.

Can students create nominations?

Yes, at this time students may nominate D300 staff members and volunteers.

How can a student nominate another student?

Students wishing to nominate another student should ask a staff member to submit a nomination form on their behalf.

May I nominate myself?

At this time, we discourage the practice of self-nominations.