

ABOVE & BEYOND

This award is given monthly to a teacher, staff member, parent, or community volunteer who goes above and beyond to help deliver educational services to students.

An employee must perform in an exceptional or outstanding capacity “above and beyond” the expectations of the job title to impact lives in a selfless manner. He/she must exemplify excellent behavior and inspire others to achieve a higher standard.

A community member must make a significant contribution to further the mission of the district and display loyalty and collaboration.

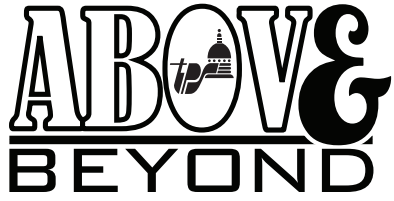
Fill out the Above & Beyond Award nomination form on page two of this document. Send or pony the form to Erika Hall, Senior Communications Specialist, at the address below.

The recipient’s photo and story of how he or she goes above and beyond will be shared on the district website, TPS-TV and in the district’s community newsletter.

The award is given monthly through the school year.

Burnett Administrative Center
624 SW 24th Street, Topeka, Kansas 66611
Erika Hall, *Senior Communications Specialist*
ehall1@tps501.org
(785) 295-3079

**Topeka Public Schools’
recognition program**



Nomination Form

Nominee Information:

Name _____ Position _____

School _____ Principal _____

Work Address _____ Work Phone _____

City _____ State _____ Zip Code _____

Nominator Information:

Name _____ Relationship to Nominee _____

Work Address _____ Work Phone _____

City _____ State _____ Zip Code _____

Signature _____ Date _____

Award Categories:

Please mark the category for nomination (please check all that apply).

- Outstanding Service to Students
- Quality of Instruction
- Innovation
- Distinguished Accomplishment
- Volunteerism
- Other

Please provide an explanation as to why this nominee should be selected for the award category(s) marked above. Include contributions to students and co-workers, community service and other efforts above and beyond normal job responsibilities.
