**Nomination Form**

**Background**

The purpose of the Recognizing Inspirational School Employees (RISE) Award is to recognize and promote the commitment and excellence exhibited by full- or part-time classified school employees who provide exemplary service to students in pre-kindergarten through high school.[[1]](#footnote-1)

The U.S. Department of Education invites the governor of each state to nominate up to two classified school employees by Nov. 1, 2020. The Secretary of Education will select a single classified school employee to receive the RISE Award for that school year in spring 2021. The U.S. Department of Education will communicate the selectee’s story to inspire other innovative practices and excellence among classified school employees.

Governors shall consider nominations submitted by local educational agencies, school administrators, professional associations, labor organizations, educational service agencies, nonprofit entities, parents, and students, and any other groups they deem appropriate.

**Nominator Information (Required)**

Title (Mr./Ms./Mrs./ Dr.):       First Name:       Last Name:       Position:       Email:       Phone:

**Employee Nominated: (Required)**

Title (Mr./Ms./Mrs./ Dr.):       First Name:       Last Name:       Position:       Email:       Phone:

**Entity that Employs Nominee: (Required)**

Name:       Address:       City:       State:      Zip:      Twitter:       Facebook:

**Administration Information (Required)**

**Principal/ Head of School:**       Email:       Phone:

**Superintendent:** Title (Mr./Ms./Mrs./ Dr.):       First Name:       Last Name:       Email:

**School / Institution Information (Required)**

Employer type:

Multiple institutions [ ]

Early Learning [ ]

Elementary [ ]

Middle [ ]

High [ ]

Public [ ]

Charter [ ]

Magnet [ ]

Non-Public [ ]

Urban [ ]

Rural [ ]

Suburban [ ]

**Documentation (Required) Limit to 2 pages**

Describe how this nominee demonstrates excellence in (250 words maximum each section):

(A) Work performance

(B) School and community involvement

(C) Leadership and commitment

(D) Local support (from co-workers, school administrators, community members, etc., who speak to the nominee’s exemplary work)

(E) Enhancement of classified school employees' image in the community and schools

(F) Any other areas the state deems exceptional and pertinent to the RISE Award

**Certifications**

**School and District Certifications (Required)**

The signatures of the school principal and district superintendent (or equivalents) at which the nominee works on the next page certify that each of the statements below concerning the school’s compliance with the following requirements is true and correct to the best of their knowledge. In no case is a private school required to make any certification regarding the public school district in which it is located.

1. The school has some configuration that includes grades pre-K to 12.
2. Neither the nominated public school nor its public school district is refusing the U.S. Department of Education Office of Civil Rights (OCR) access to information necessary to investigate a civil rights complaint or to conduct a district wide compliance review.
3. OCR has not issued a violation letter of findings to the public school district concluding that the nominated public school or the public school district has violated one or more of the civil rights statutes. A violation letter of findings will not be considered outstanding if OCR has accepted a corrective action plan to remedy the violation.
4. The U.S. Department of Justice does not have a pending suit alleging that the public school or the public school district has violated one or more of the civil rights statutes or the Constitution’s equal protection clause.
5. There are no findings of violations of the Individuals with Disabilities Education Act in a U.S. Department of Education monitoring report that apply to the public school or public school district in question; or if there are such findings, the state or public school district has corrected, or agreed to correct, the findings.

**Signatures (Required)**

I have reviewed the information in this nomination and certify that to the best of my knowledge all information is accurate.

 Date:

(Principal’s or Appropriate Supervisor’s Signature)

I have reviewed the information in this nomination and certify that to the best of my knowledge all information is accurate.

 Date:

(Superintendent or Appropriate Second Level Supervisor’s Signature)

**Submit a scanned copy by email to** **DeeAnna.Chickerella@education.ohio.gov**

**Deadline – Friday, Oct. 16, 2020, by 5 p.m.**

1. A classified school employee is an employee of a state or any political subdivision of a state, or an employee of a nonprofit entity, who works in any grade from pre-kindergarten through high school in any of the following occupational specialties: paraprofessional, clerical and administrative services, transportation services, food and nutrition services, custodial and maintenance services, security services, health and student services, technical services, and skilled trades. The terms used have the meaning given the terms in section 8101 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 7801). [↑](#footnote-ref-1)