

ROLLING RIVER SCHOOL DIVISION POLICY

Years of Service and Retirement Recognition

GCPC/P

The Rolling River School Division values the contribution of all employees and Trustees and will recognize employee years of service and retirement at a retirement and recognition event to be held in June of each year as follows:

Employee Years of Service Recognition:

The School Division will recognize employees through a Years of Service Award for every five years of service completed as of June 30 each year. (*Service awards at 5-10-15-20-25-30-35-40-45-50 years of service*). The years of service award will be a service pin / bar and gift as per the accompanying regulation.

Employee Retirement Recognition:

Employees over the age of 55 who are eligible to receive a pension and are retiring from employment with the Division will receive a gift recognizing their retirement from the Division as per the accompanying regulation.

Trustee Recognition:

Trustees resigning from trusteeship will receive a gift recognizing his/her service to trusteeship with the Division as per the accompanying regulation.

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Date Adopted: May 18, 1989

Date Revised: May 22, 2003

Date Reaffirmed: October 24, 2007

Date Revised: May 25, 2011

ROLLING RIVER SCHOOL DIVISION REGULATION

Years of Service and Retirement Recognition

GCPC/R

The School Division recognition awards will be as follows:

Employee Years of Service Recognition:

A complimentary ticket to the annual Retirement and Recognition Dinner and;

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| 5 years | 5 year service pin and embossed coffee mugs (set of 2) |
| 10 years | 10 year service bar and embossed coasters (set of 4) |
| 15 years | 15 year service bar and embossed short glasses (set of 4) |
| 20 years | 20 year service bar and embossed Irish Coffee mugs (set of 4) |
| 25 years | 25 year service bar and embossed watch |
| 30 years | 30 year service bar and embossed wine glasses (set of 8) |
| 35 years | 35 year service bar and embossed tall glasses (set of 8) |
| 40 years | 40 year service bar and embossed champagne flutes (set of 8) |
| 45 years | 45 year service bar and gift as determined by the Superintendent |
| 50 years | 50 year service bar and gift as determined by the Superintendent |

Employee Retirement Recognition:

Employees with five or more years of service will receive two complimentary tickets to the annual Retirement and Recognition Dinner and a wooden book encased clock and plaque.

Employees with less than five or years of service will receive two complimentary tickets to the annual Retirement and Recognition Dinner and a set of 4 embossed wine glasses.

Trustee Recognition:

Two complimentary tickets to the annual Retirement and Recognition Dinner and:

Two or more terms of trusteeship – certificate of appreciation and wooden book encased clock and plaque.

Less than two terms of trusteeship - Certificate of Appreciation and Rolling River School Division coffee mugs (set of 2).

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