

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 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.

Index Regulation

Date Adopted: May 18, 1989

Date Revised: May 22, 2003

Date Reaffirmed: October 24, 2007

Date Revised: May 25, 2011

Date Reaffirmed: May 11, 2016

Date Revised: April 23, 2018

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;

5 years	embossed coffee mugs (set of 2)
10 years	embossed coasters (set of 4)
15 years	embossed short glasses (set of 4)
20 years	embossed Irish Coffee mugs (set of 4)
25 years	embossed watch
30 years	embossed wine glasses (set of 8)
35 years	embossed tall glasses (set of 8)
40 years	\$400 Visa or Mastercard Gift Card
45 years	\$450 Visa or Mastercard Gift Card
50 years	\$500 Visa or Mastercard Gift Card

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).

Index Policy

Date Adopted: May 18, 1989

Date Revised: May 22, 2003

Date Reaffirmed: October 24, 2007

Date Revised: May 25, 2011

Date Reaffirmed: May 11, 2016

Date Revised: April 23, 2018