

March 25, 2019

ST. AUGUSTINE SCHOOL COUNCIL
HEART AND SOUL OF ST. AUGUSTINE SCHOOL AWARD

Dear Parents.

The St. Augustine School Council would like to honour each year, a staff member of our school that stands out. We have created the Heart & Soul of St. Augustine School Award and we are asking for your help to nominate a teacher, EA (Education Assistant), counsellor, secretary, janitor that you feel would best suit this award. Please consider the following criteria when submitting your nomination. NOTE: some points may not pertain to staff members.

1. Classroom Instruction (*applies to teachers, EA's and possibly counsellors*)
 - Inspires students to learn
 - Finds creative ways to make the material accessible to their students
 - Provides parents with resources to continue the learning process at home and often makes time outside of class to help students (this includes RTI)

2. Student Interaction (*could apply to all staff members*)
 - Has respect and admiration of the students and has their best interests in mind
 - Treats students fairly, setting high expectations and being consistent with discipline
 - Goes beyond interacting with students on an instructional level and works to make sure their physical and emotional needs are met

3. Other Considerations (*could apply to all staff members*)
 - Well-known in the community and has earned the admiration and respect of parents and community members
 - Works to make the community a better place for their students and who teach their students to have a positive impact on the community, as well
 - Shows overall kindness & respect to everyone

Please send us a letter of nomination with the following information:

- a. Name of the staff member that you are nominating
- b. A few sentences as to why this person stands out to you and/or your child
- c. Your name

Please email your nomination to: Erin Fleck: erinfleck@xplor.net or you may leave your letter in an envelope at the office with the title: Heart & Soul

Attention: Erin Fleck

The **deadline for nominations is May 1st** and the staff member will be awarded at the Year End Mass in June.

Thank you for your consideration.

Sincerely,
St. Augustine School Council