

2017-18 GOLDEN APPLE AWARD

Overview:

Receiving a **Golden Apple** is one of Putnam City's highest honors. Many secretaries, volunteers, teachers, custodians and community members have received this award from the district, attesting to the winners' commitment to the value of "Excellence in Education." Started in 1992, the awards program is now under the purview of the Putnam City Schools Foundation. **Winners receive the coveted Golden Apple as well as a stipend from the Foundation.** Each year, a committee of employees representing all parts of the district carefully evaluates each submission. **We are currently inviting submissions for the Golden Apple Award, due to the Foundation office by February 23rd.**

Guidelines:

Please use the following form to submit the name of a person you feel makes an outstanding contribution to Putnam City Schools and exemplifies the district's motto of "Excellence in Education."

The nominee should be a patron and/or current employee of the Putnam City School District who stands out above the rest for their dedication to education. Nominees could be: volunteers, secretaries, cafeteria workers, custodians, aides, nurses, coaches, or teachers. Previous Golden Apple recipients are not eligible.

Submission:

1. Submit one (1) nomination form and no more than a total of three (3) recommendation letters*. If more than 3 recommendation letters are submitted, the nomination will be returned. Re-submitted nominations will be accepted once the guidelines have been met. Multiple signatures at the end of a supporting letter are discouraged.
2. The nomination form should be typed or may be printed legibly in black ink, but typed ones are preferred.
3. Forms may be emailed.
4. Submission must contain required signatures from nominator **AND** the nominee's direct supervisor or building principal, if applicable.
5. If the Foundation receives multiple nomination forms for one individual, the first nomination received by the Foundation will be the only nomination considered.
6. All forms **MUST** be submitted to the Foundation office by **Friday, February 23rd by 4:00 p.m.**

**Letters of recommendation should include information regarding efforts and activities along with reasons for submitting this name.*

Send completed form & recommendation letter(s) to:

Putnam City Schools Foundation
Golden Apple Committee, Attn: Kris Baggerly
5401 NW 40th
Oklahoma City, OK 73122
or scan and email to kbaggerly@putnamcityschools.org

For additional information:

Contact Kris Baggerly at extension 1205 or kbaggerly@putnamcityschools.org.



2017-18 GOLDEN APPLE NOMINATION

Name of Nominee: _____	
Employee or Volunteer? <input type="checkbox"/> Employee <input type="checkbox"/> Volunteer	# of Years Volunteered/Employed in District: _____
School/Department: _____	
Nominee's Ph #: _____	Nominee's Email: _____
Nominated by: _____ <i>(One name only. Your name may be shared with nominee unless otherwise specified.)</i>	
School/Department: _____	
Phone #: _____	Email: _____
Nominator's Signature: _____	Date: _____
Nominee Supervisor's/Principal's Signature: _____	Date: _____
Why does this nominee deserve a Golden Apple? <i>In the space provided below, cite specific and detailed examples of:</i> <ul style="list-style-type: none">• How this person goes above and beyond what is expected in his/her job or responsibility;• How this is a consistent and ongoing effort on the part of this individual;• What impact this person has on education;• How this person exemplifies the mission and goals of Putnam City Schools.	