

PTO STUDENTS AND TEACHER OF THE MONTH (approved at May 2024 PTO meeting)

For implementation 2024-25 Academic Year

WHY

To recognize and celebrate students and teachers who make a positive difference within the school building from the perspective of students, teachers, and/or parents. Students and parents do not have formal ways of recognizing excellent teaching and excellent teachers. FCAHS is blessed with a stellar teaching staff. The PTO recognizes teachers in various tangible ways throughout the year through events (primarily food-based!). Students always appreciate being recognized for the ways in which they are a force for good in the school. There are many academic awards at FCAHS. Character awards such as this one celebrate, highlight, and reinforce the positive attitudes and actions demonstrated by our students on a regular basis. These awards recognize individuals for specific ways in which they enrich everyone's experience during the four years we are part of this community.

PROCESS

- Google form nomination available throughout the year.
 - Student Nomination Form: for teachers to nominate a student and for parents to nominate someone who is NOT their child
 - Teacher Nomination Form: for students and parents to nominate a teacher
- One submission per person/submitter.
- One nominee per form submitted. (If a parent, teacher, or student wishes to nominate more than one winner, they have to submit a form for each nominee.)
- Nominations from students, teachers, and parents of current students will be accepted on a rolling basis. Submissions are collected by the PTO board on the 1st of each month and shared at the next PTO meeting.
- If there is no nominee for a particular category in a given month, the award will not be given.
- At each PTO meeting, those present discuss and vote on one student winner per grade for the month, and one teacher winner for the month. The discussions and results will remain **confidential**. Decisions will be based on majority, but HS admin have the right to veto a winner based on information that may be known to them but may be inappropriate to share with the PTO Board and/or members at the meeting.
- PTO President or designee will email teacher and students with good news, with cc: HS admin and Ms. Butkovic.
- Dr. Hower or designee awards certificate and prize within the week.
- Names of winners are shared with the HS community and district office admin, displayed on school TVs with an excerpt from the nomination form.
- Nominations for those who did not win would be kept on file and rolled into next month's pool of nominees, or from one year to the next.
- The PTO Secretary or designee will bring to each PTO meeting ALL nomination forms received by the 1st of that month AND all previous nomination forms. The Secretary will

keep the record of winners and nominations to consider at future meetings. **as of Sept. 2024, President is handling the administrative side**

- The Treasurer will pre-purchase gift cards in the designated amounts and give a semester's worth to the FCAHS Principal to keep on site for distribution to the monthly winners. The Treasurer will resupply the Principal at the start of each semester.
- ADDITION by consensus at Sept. 2024 PTO meeting: President or designee who is bringing the nominations to the meeting for discussion will remove identifying names from nominees and nominators, e.g., "Teacher was nominated by 10th grader." or "Student was nominated by a teacher." etc. Names will be shared with HS admin for final vetting and announcement.

PRIZE (dollar amount approved at May 2024 PTO meeting)

Students: \$20 gift card, each

Teacher: \$50 gift card

Awarded to teachers and students in grades 10-12 each of 9 months (Sept, Oct, Nov, Dec, Jan, Feb, Mar, Apr, May) and to 9th graders starting in November (the month after the end of quarter 1 of their 9th grade year).

CRITERIA/ELIGIBILITY

Teachers: ~~Must have worked in FCASD at least two full consecutive academic years.~~UPDATED by consensus at Aug. 2024: any teacher in the FCASD high school no matter length of service is eligible for the award.

Students: 9th graders are eligible for the prize the first month after the end of the first quarter of the year. All other grades are eligible starting in September of each year.

[**Google Nomination Form**](#)