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STUDENT AWARDS AND SCHOLARSHIPS

The Board encourages the professional staff to maintain a set of criteria and procedures for presenting letters or other suitable awards to students for scholarship and distinguished service in any school activity. In all cases, the relationship between the award and the relevant goal or goals of the school should be pointed out.

A. Non-Monetary Awards

The administration will develop guidelines for the awarding of non-monetary awards such as prizes, trophies, and letters that are of on-going nature. Such guidelines will be non-discriminatory and will be kept on file in the separate schools and will be available upon request. The administration will, as part of the guidelines, develop a procedure whereby students are notified in a timely and meaningful fashion of the availability of and criteria for the non-monetary awards.

B. Monetary Awards

1. In order to facilitate the recognition of student achievement and the awarding of monetary awards to students for scholarship, distinguished service in any school or community activity, or other achievement, a standing committee of citizens and professional staff is hereby formed.
2. The name of the standing committee shall be the "Student Award Committee."
3. The membership of the Student Award Committee shall be comprised as follows:
   a. The School Board Chair or his/her designee.
   b. A past School Board member appointed by the School Board Chair.
   c. The Superintendent of Schools.
   d. The Spaulding High School Principal.
   e. The Spaulding High School Guidance Director.
   f. High school teachers selected by the High School Principal.
   g. Three business and/or community representatives selected annually by the High School Principal.
4. The Committee is charged with adopting a set of procedures, to be implemented by the school administration, designed to notify each potential high school student in a timely and meaningful fashion of the existence of monetary awards and/or scholarships, the manner of which the same may be applied for, and any applicable deadlines for such application as well as the criteria under which the awards are granted.
5. The Committee shall have power to act and its decisions shall be final regarding monetary awards and/or scholarships.
6. The Committee will meet as needed by call of the High School Principal.
7. The Committee is empowered to adopt such rules, regulations and by-laws as it feels necessary to fulfill the intent of this policy, and to the extent the Committee does not adopt inconsistent rules, it shall be governed by Robert's Rules of Order. All decisions of the Committee shall be by simple majority vote. In order to transact business at any meeting of the Committee, a quorum consisting of a majority of the Committee members must be present.

Adopted: April 8, 1993
Board Review/Approval: March 13, 2014