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DPS: 2009-189

MEMORANDUM

TO: Florida School District Superintendents
Directors, University Research Schools
Director, Florida School for the Deaf and the Blind
Assistant Director for Education and Job Training, Department of Corrections
Human Resource Directors
School-Related Employee of the Year District Program Coordinators

FROM: Commissioner Eric J. Smith

DATE: November 4, 2009

SUBJECT: 2010 FLORIDA SCHOOL-RELATED EMPLOYEE OF THE YEAR NOMINATION PACKET

The School-Related Employee of the Year Program honors outstanding education support personnel for their exemplary, dedicated service and contribution to excellence in our public schools and local communities. School-related employees enhance the educational experience for the children whose lives they touch. They are essential to the successful operation of schools and school district offices. Recognizing individuals who make a difference in the lives of students is a priority for the Florida Department of Education. Thus, each district is strongly encouraged to participate in this important recognition program.

The 2010 Florida School-Related Employee of the Year Nomination Packet may be obtained on our Web site at the following link: <http://www.fldoe.org/profdev/pdf/sreynomination.pdf>. Please download the Nomination Packet, which includes an Application and Nomination Form, as well as information regarding eligibility, selection criteria and the procedure for designating a district nominee. The Florida School-Related Employee of the Year and four regional finalists will be chosen from the nominations received by the Department of Education.

Thank you for your continued support of this program. We look forward to receiving the nomination materials for your district's nominee no later than **Monday, February 8, 2010**. If you have any questions, please contact Bonita Hampton at (850) 245-0544 or Bonita.Hampton@fldoe.org.

EJS/bh

Attachment