



# Clovis Unified's highest employee award.

*Crystal recipients are **exceptional employees** who illustrate Clovis Unified's very best in striving to meet the district's Aims and Core Values. They make student-centered decisions, educate the whole child, show commitment, exhibit innovative thinking, build partnerships among stakeholders and strive for continuous improvement.*

*In short, these are people who **go far above and beyond** what is required in their job description. These are people who care deeply and make a measurable difference in the lives of students, a department or a school community.*

## Who is eligible to be nominated?

All current part-time and full-time Clovis Unified classified and certificated employees who have:

- Worked in CUSD a minimum of five school years as of June 30, 2021
- Worked in his/her current job at least two years as of June 30, 2021
- Not received any reprimands from July 1, 2020, to June 30, 2021

## Who can nominate?

Everyone employed by Clovis Unified may nominate another employee of the district. Employees may nominate as many colleagues as they choose; only one person may be nominated per application form. A community member or retiree may also nominate an employee, however, that person will need to have the nominee's supervisor review and sign the application.

## How is a recipient determined?

A judging panel comprised of CUSD employees follows strict criteria in rating nominees for extraordinary work conducted during the 2020-21 school year. The Judging Rubric is available online for review.

## When is the nomination window open?

September 1 through 5 p.m. Friday, October 15, 2021.

Completed forms – including all documentation and signatures – can be delivered electronically or in person to the CUSD Communications Office.

## When is the celebration?

Recipients will be announced before Winter Break. The Crystals gala ceremony will be held Feb. 23, 2022, at the CUSD Performing Arts Center.

## Need more information?

Helpful resources – including Judging Rubric, Strategic Plan (that details CUSD Aims and Core Values), Hints for the Nominator, and more – are available at [www.cusd.com/crystalawards](http://www.cusd.com/crystalawards).

More: Patti Lippert, CUSD Communications, [pattilippert@cusd.com](mailto:pattilippert@cusd.com).

## WHAT IS ON THE NOMINATION FORM?

### Part I: GENERAL

Information about the nominee (name, job description, years at CUSD, contacts).

### Part II: CORE VALUES

A full listing of CUSD's identified Core Values is provided. The nominator will select one Core Value that has been consistently demonstrated by the nominee and illustrate through examples and results these efforts in an essay of up to 300 words.

### Part III: AIMS

Clovis Unified's vision statement is "To be America's benchmark for excellence in education," and the Governing Board and administration have established three Aims to help accomplish this. These are:

- Maximize achievement for ALL students.
- Operate with increasing efficiency and effectiveness.
- Hire, develop, sustain and value a high-quality, diverse work force.

The nominator will select one Aim that the nominee has advanced forward through his/her exceptional efforts. Using a maximum of 1,000 words, the nominator will provide specific examples, detail of how this was more than what was expected, and convey measurable results of the nominee's work.

### Part IV: LETTERS

Gather three letters of support for the nominee from peers, supervisor, community members or students.