

Shaler Area School District

Extra Mile Award

Selection Rubric

Shaler Area School District's Extra Mile Award recognizes employees including teachers, aides, administrators, secretaries, custodians, or other staff members who have gone above and beyond to contribute to the success of our students, school district, and community. Nominations are reviewed and scored using this criteria rubric by a panel of district stakeholders. Nominations are solicited each fall, and winners are announced mid-January.

Name of Nominee: _____ Position: _____ Building: _____

CRITERIA	0 pts.	1 pt.	2 pts.	3 pts.
How did this employee serve the school district and/or students “above and beyond” normal expectations?	Nomination did not provide <u>specific</u> reasons of how employee had a broad impact outside his/her immediate duties, <u>OR</u> reasons provided are not outside of normal expectations of good performance	Nomination provides one <u>specific</u> reason that may demonstrate going the extra mile <u>BUT</u> does not clearly describe the performance that is above and beyond	Nomination provides two or more <u>specific</u> reasons that may demonstrate going the extra mile <u>AND</u> clearly describes at least <u>one</u> the performances in detail that is above and beyond	Nomination provides two or more <u>specific</u> reasons that may demonstrate going the extra mile <u>AND</u> clearly describes at least two of the performances in detail that is above and beyond
Provide examples of how this employee went the extra mile to contribute to the success of Shaler Area or support students?	Nomination did not provide <u>specific</u> examples of how employee had positive impact on co-workers, building or work area and/or students <u>OR</u> examples provided are not outside of normal expectations of good performance	Nomination provided <u>specific</u> details of how employee had a positive impact on supporting students that went above and beyond	Nomination provides <u>specific</u> examples that describe a positive impact on supporting students <u>AND</u> staff that went above and beyond	Nomination provides <u>specific</u> examples that describe a positive impact on students, <u>AND</u> staff, <u>AND</u> the Shaler Area Community that went above and beyond
Why do you feel this employee deserves your nomination for Shaler Area's Extra Mile Award?	Nomination did not include a <u>specific</u> reason why the employee is deserving of the Extra Mile Award	Nomination included one <u>specific</u> reason that noted unique accomplishments that went above and beyond	Nomination included two <u>specific</u> reasons that noted unique accomplishments <u>AND</u> stands out as a positive role model	Nomination included two or more <u>specific</u> reasons that noted unique accomplishments <u>AND</u> stands out as an outstanding role model for others to follow

Nominee's Total Score: _____ / 9