

Date: March 24, 2015

To: Misty Farnan-Kelley  
Earhart Elementary  
400 Packet Landing Road  
Alameda, CA 94502

From: Tim Erwin, Chief Human Resources Officer  
Sandy Wong, Coordinator, Employee and Labor Relations

Subject: Employee Recognition Program

Attachment: Nomination Form

Dear Ms. Farnan-Kelley,

**CONGRATULATIONS!** You were nominated and selected as a winner in the District's Employee Recognition Program.

At the Board of Education meeting on **Tuesday, April 14, 2015**, you will be formally recognized by the Board of Education and Superintendent McPhetridge for your accomplishments and contributions.

The Board of Education meeting will be held at **Alameda City Hall** located at **2263 Santa Clara Ave, Alameda**. Please join us at **6:30 pm** for the Employee of the Month recognition and celebration.

Please contact Cathy Calais at 510.337.7070 by Monday, April 13, 2015 to confirm your attendance. We look forward to seeing you at the Board of Education meeting. Once again, congratulations on your nomination and win.

Sincerely,



Tim Erwin  
Chief Human Resources Officer



Sandy Wong  
Coordinator, Employee & Labor Relations

# ALAMEDA UNIFIED SCHOOL DISTRICT

Excellence & Equity For All Students

## Alameda Unified School District Employee Recognition Program Nomination Form

1. Employee's full name and current position.
2. Name of person submitting the nomination.
3. List which criteria, 1 through 5 that you base your nomination on.
4. Narrative of nominee's contribution. (A narrative of 25 -100 words describing the contribution related to the criteria--**typed preferred**).
5. All nominations should be forwarded to the Human Resources Office – **Attention: Sandy Wong**, Coordinator of Employee and Labor Relations, by the 10<sup>th</sup> of each month.
6. Winners will be selected and notified by the end of each month.
7. Nominations remain on file for at least one school year.

Employee(s) Nominated Misty Kelly Position Noon supervisor

Nominee's Site Earhart

Person Submitting the Nomination Stefanie Cox

Criteria Nominated (numbers) 1 A job well done

Did you notify employee(s) about nomination? ☐ Yes ☐ No

Narrative:

Very few people have done so much to be a true role model when it comes to accepting children with differences. During lunch and recess-when our special day class fully join the rest of the first grade, Misty is often the first person to greet our kids. She is quick to offer support to typical children in their interactions with our class so that there are many, daily positive interactions. These interactions have led to friendship for some- which is a truly remarkable outcome for all. Children and adults follow her positive lead creating a more accepting, wonderful setting for all who attend, work or volunteer here.