



Brandon Valley School District

# 2025 CLASSIFIED EMPLOYEE OF THE YEAR

This award is sponsored by Ace Hardware in Brandon. Parents, students, and staff are encouraged to nominate a Brandon Valley Classified Employee for the Classified Employee of the Year Award. Classified employees include the following departments: Administrative Assistants / Office Staff, Child Nutrition Services, Custodians, Educational Assistants, Grounds, Information Technology, Nursing, and Transportation.

Nomination forms may be obtained from any school office, our website, or the Brandon Valley Administration Center. Forms need to be submitted with **two (2) letters of recommendation**, no later than **Monday, April 7, 2025**. Forms can be submitted at any BV school or the Administration Center.

The nominated Classified Employees will be informed of their candidacy. The candidates will be reviewed by a selection committee consisting of representatives from BV schools, community members, and parents. This committee will select the 2025 Classified Employee of the Year. All candidates will be recognized at the *Brandon Valley Employee Recognition Banquet* on Tuesday, May 6, 2025.

The candidate must be employed at the Brandon Valley School District for at least **five years** (including this school year) on a full-time or part-time basis.

**Name of Candidate:** \_\_\_\_\_

**Department/School:** \_\_\_\_\_

**Immediate Supervisor:** \_\_\_\_\_

**ATTACH (2) TWO LETTERS OF RECOMMENDATION**

Please explain why you feel this nominee should be the Brandon Valley School District's Classified Employee of the Year. Cite specific examples of how the employee consistently demonstrates excellence in the following areas: the values of BVSD, work performance, and school / community involvement.

**SIGNATURE OF PERSON NOMINATING** \_\_\_\_\_ **DATE** \_\_\_\_\_

**PRINTED NAME OF PERSON NOMINATING** \_\_\_\_\_