



## The Sister Paulette Williams, RSM, Awards for Outstanding Service Funded by the CCHS Foundation

### Background

- The CCHS Foundation seeks to recognize and encourage those members of the CCHS staff who are most impactful in inspiring and helping our students to be their best.
- The Board's hope is that these awards will validate, motivate and inspire our current and future CCHS educators.
- The board seeks to do this in a meaningful way. To that end, we propose 5 annual awards of \$5000 each.
- Potential recipients will be nominated by members at large in our CCHS community.

### Purpose

The Sister Paulette Williams, RSM, Awards are intended to inspire and honor Charlotte Catholic High School's staff to excel in their roles as educators and mentors. Additionally, we seek to engage our entire community in this process by allowing for an open nominations process and to announce the awards at graduation. Via the Sister Paulette Williams, RSM, Awards for Outstanding Service, the Board aims to establish a tradition of encouraging and rewarding excellence and to further the overall educational and spiritual growth and achievement of CCHS and all its students.

### Eligibility

You are encouraged to nominate any and all CCHS educators who make a positive impact at our school. Winners will be selected from those who meet the following criteria:

- Nominees who have completed 3 or more consecutive years of service at CCHS and have not won this award in the past two years.
- Employees in good standing with CCHS/MACS
- All certified non-administrative staff (teachers, counselors, librarians)
- Teach a minimum of a 4 class schedule or the equivalent (approximately 75% FTE)
- No limitations by grade/class level

### Criteria

- Impact on students
- Uses best practices
- Exceptional dedication, knowledge and skill that inspires students to learn and engage
- Respect of others in the CCHS community
- Engagement in the CCHS community
- Commitment to the overall mission and success of CCHS
- Exhibits the best qualities of faith and mercy in their interaction with students and colleagues
- Considers the whole student, encouraging students to be their best selves in all aspects of life

### Process

- Open nominations - nominations can be made by any current parent, staff member or student in the CCHS community, however, self-nominations are not allowed.
- Nominations must be made using the available form, providing all requested information.
- Nominations will be accepted for approximately a two week period in April
- A description of the award and the nomination form can be found on the CCHS Foundation Webpage.
- Nominations should be submitted either to the CCHS Foundation e-mail address, CCHS Foundation PO Box or a drop box provided at school (typically in the Counselors' Office.) All mailing specifics are available on the Nominations Form.
- A Committee consisting of 5 people (2 CCHS Foundation board members, 2 past award winners and 1 administrator) will review the nominations and recommend the award winners to the board for confirmation. Note that committee members are not eligible to receive the award in the year they serve on the committee.
- Complete confidentiality will be required on the part of the committee members.
- A final decision will be approved by the CCHS Foundation Board.
- Awards will be announced at graduation immediately preceding the announcement of the Verbeseey Award.

### Notes

- These awards will in no way change or impact the Verbeseey Award, though the decision will be made in concert so not to duplicate award winners in the same year.
- Per IRS Tax Code, these awards (\$5000) are a taxable event for the recipient.



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Nomination Form

Nominee Name: \_\_\_\_\_

Nominee's Role at CCHS: \_\_\_\_\_

Consider the following ideas and provide a statement of why you are nominating this person. Please be as detailed as possible and feel free to use additional space if needed:

- Primary reason for nomination.
- How this person has impacted CCHS Students.
- Example(s) of best (teaching/professional) practices employed by nominee.
- Example(s) of Nominee's Commitment to the CCHS Community.

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Please see back/next page to provide your name and mailing/submission details.

I certify that I am nominating this individual because I believe he/she is a great example of the outstanding spiritual & academic commitment of CCHS staff to the success of students at Charlotte Catholic High School.

Nominator's Signature \_\_\_\_\_

Date \_\_\_\_\_

Nominator's Name \_\_\_\_\_

Nominator's Phone # \_\_\_\_\_

Nominator's E-Mail \_\_\_\_\_

Nominator's Affiliation to Nominee \_\_\_\_\_  
(e.g. student, colleague, parent of student)

We know there are many great educators at CCHS who have an impact on our students. Please list any additional teachers who you believe deserve recognition, even if they do not meet all the criteria listed for this award this year: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please submit this application no later than May 1st to one of the following:

- A) Deliver to Counselors' Office Receptionist in a sealed envelope.
- B) Scan & E-mail to the CCHS Foundation e-mail: [spwards@cchsfoundation.org](mailto:spwards@cchsfoundation.org)
- C) Mail to: CCHS Foundation  
Attn: Sister Paulette Williams, RSM, Awards for Outstanding Service  
PO Box 474055  
Charlotte, NC 28247

For Review Purposes Only

I certify that to the best of my knowledge, this nominee is an employee in good standing at CCHS and has not won this award in the past two years.

Nominee's time teaching at CCHS: \_\_\_\_\_

Administrator's Signature \_\_\_\_\_

Date Signed: \_\_\_\_\_