

**REQUEST FOR BOARD RECOGNITION**

For the month of \_\_\_\_\_

Person or group to be recognized \_\_\_\_\_

School \_\_\_\_\_

Reason for recognition \_\_\_\_\_

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

Person making presentation \_\_\_\_\_

Person submitting request \_\_\_\_\_

**SCHOOL RECOGNITION – If a certificate is needed, the school should provide.**

**SYSTEM-WIDE RECOGNITION – The system will provide a certificate if one is requested. YES \_\_\_\_\_ NO \_\_\_\_\_**

**The Request for Recognition must be turned in, on this form, to Superintendent’s office one week before the Board Meeting.**

**PLEASE PRINT OR TYPE**

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Approved for \_\_\_\_\_ **Board of Education Meeting.**

\_\_\_\_\_  
**Superintendent**