



An Employee Appreciation Initiative

Program Guidelines

Carroll ISD is home to nearly 1,000 public educators who serve the community's children in a variety of ways. From the classrooms to the cafeterias, on buses and on ball fields, these dedicated men and women have helped create a long-standing tradition of excellence. They do more than just teach lessons from textbooks, they serve as friends, confidants and mentors for tomorrow's leaders. They love and nurture the students of this district in an effort to help them achieve their goals. Call it Dragon Spirit or simply service to children, CISD employees have worked hard to make this district what it is today. Together, we have an opportunity to show them how much We Care!

This program is for local companies, organizations and even individuals or families. We Care sponsor dollars will be spent throughout the calendar year on employee appreciation items ranging from birthday cards to end-of-year celebrations. We'll use sponsor dollars to ensure that events, honors and achievements by our staff do not go unnoticed. Your donation to CISD is tax deductible.

The following guidelines are being implemented for We Care. The extent of the program is determined annually by the donations/income of We Care sponsors. Questions about this employee appreciation initiative may be directed to the Carroll ISD Board & Community Relations Department at 817-949-7080 or Traci.Bass@southlakecarroll.edu.

Special Events

We Care will help sponsor the following employee events:

- Administrators' Retreat
- New employee breakfast
- Convocation
- End of Year Awards Reception

Observations/Occasions

We Care will send a card and/or novelty gift for special occasions and observations such as, but not limited to:

- Teacher Appreciation Week
- School Nurse Week
- School Librarian Week
- School Counselor's Week
- Bus Safety Week
- Administrative Assistant's Day

Birth/Adoption of Child

We Care will send the gift of an infant Dragon T-shirt in a plastic baby bottle and a congratulatory card to:

- CISD employee (or spouse) who has a baby
- CISD employee (or spouse) who adopts a child

Birthday

We Care will send a birthday card to:

- CISD employee

Special Event

We Care will send a congratulatory card and/or novelty gift to:

- CISD employee who earns master's degree, doctorate or related educational accomplishment
- CISD employee who earns special recognition or award
- CISD employee named or elected to regional, state or national position in education-related association
- CISD employee who gets engaged and/or married

Death

We Care will send a plant not to exceed \$75 to the funeral of:

- CISD employee
- Spouse of CISD employee
- Child of CISD employee

For all other employee-related losses (i.e. parent, sibling, grandparent) a sympathy card will be sent.

Illness

We Care will send a get well/best wishes card and/or plant:

- CISD employee suffering from major illness
- CISD employee who had surgery and/or hospital stay

Service

We Care will award the following for service to CISD:

- Dragon service pin for 5, 10 and 15 years of service
- Engraved pen set for 20 years of service
- Engraved 5 x 7 picture frame for 25 years of service
- Engraved clock for 30 years of service

Retirement

We Care will purchase a retirement gift (i.e. crystal, engraved gift, watch and/or charm/jewelry) according to the following guidelines:

- \$100-150 for employee with at least 20 years combined experience in CISD and/or education
- \$75-100 for employee with at least 15 years combined experience in CISD and/or education
- \$50-75 for employee with at least 10 years combined experience in CISD and/or education
- \$25-50 for employee with 5 years or less combined experience in CISD and/or education