

PRINCE GEORGE'S COUNTY PUBLIC SCHOOLS  
Board of Education  
Upper Marlboro, Maryland

8384  
Policy No.

BOARD OF EDUCATION POLICY

INTERNAL BOARD POLICIES

Certificates of Recognition

The Board of Education establishes the following guidelines for presenting Certificates of Recognition:

- Requests for Certificates of Recognition from schools, staff, and members of the community, shall be directed to the Board Chair.
- Requests will be forwarded from the Board Office to the Office of Communications for preparation.
- Certificates of Recognition will be presented by Board members at Education Awards Nights, schools, retirement and community events.
- The Board will award Certificates of Recognition for First Place only in Countywide competitions (for example, Science Bowl, and Science Fair).
- The Board will award First Place only in state level competitions. In national and international competition, Certificates will be presented through Fourth Place only.
- The Board will allow at least five working days for the request of Certificates and 10 working days for the request of plaques.
- Board Policy will apply to plaques requested by members of the Board. The cost of plaques will be charged to the Board member's account.
- Certificates of Appreciation will be used for awards "outside" Board Meetings allowing individual Board members to honor people separate from the entire Board. Individual Board members will sign their Certificates of Appreciation instead of the Chair.
- Certificates requested outside the guidelines listed above must be approved by a majority vote of the Board of Education in order to be presented at a Board Meeting.

- Certificates of Recognition will be presented for the following:

Athletic Accomplishments

State, National, and International Competition  
Team and Individual

Academic Accomplishments

Valedictorians/Salutatorians  
Black Pursuits  
Finalists and Semifinalists for National Merit and National Achievement Scholars

Employees – annual awards

State, National, and International Awards  
The Washington Post Agnes Meyer Outstanding Teacher  
The Washington Post Distinguished Educational Leadership  
The Washington Post Grants in Education  
The Washington Post Grants in the Arts  
Sallie Mae First Year Teacher  
Major or Unique Awards (for example, Chamber of Commerce Outstanding Service Award or publication awards from the National School Public Relations Association)  
Maryland Teacher Of The Year Candidate  
Christa McAuliffe Award Winner

Schools – Special Projects, Activities and Competitions

Science Bowl  
Destination Imagination  
Maryland State and National Blue Ribbon Schools  
PTA Projects  
Food Drives  
Fund Raisers  
Essay and Art Contests

Business and Industry – Projects and Partnerships

Community and Civic Groups

Projects and Partnerships  
Service or School Board Appointed Committees

Retirement – School or Dinner Presentations

Policy Adopted  
7/6/95

Policy Amended  
5/16/03

Policy Reviewed-No Revisions Required  
11/9/04

Policy Reviewed-No Revisions Required  
10/10/05