



Association of Administrators of English Schools of Quebec

Association des administrateurs des écoles anglaises du Québec

AAESQ Award Criteria Package

The AAESQ Awards recognize and highlight the exceptional contributions made by AAESQ members in their leadership roles and their significant influence in the education system.

Please consider the following award categories when nominating a candidate:

- 1. Award of Merit**
- 2. Leadership Award**
- 3. Honourary Life Membership Award**
- 4. Outstanding Achievement Award**
- 5. Distinguished Service Award**

Below are the details about each award.

The submission deadline for these awards is the first **Friday of April** each year. Submissions received after this deadline will not be considered.

Award of Merit

1. Purpose

This award shall be for outstanding services to AAESQ at the local level as determined by the local.

2. Criteria

The candidate shall be nominated by five (5) members in good standing of the Association, with the exception of the Centre de service scolaire du Littoral. Active members who have paid their dues at the time of the nomination are considered members in good standing.

3. Application

The nominations shall be submitted to the President of the Local with a supporting statement outlining the reasons for the nomination (minimum of 100 words).

One recommendation with supporting documentation is to be forwarded to the Executive Director of the Provincial AAESQ on or before a date established by the Executive of Provincial AAESQ.

4. Approval

The nomination(s) must be presented to AAESQ Provincial Executive for approval.

5. Number of Awards per year

There is no limit.

6. Type of Award

The award of Merit will be a plaque suitably inscribed.

7. Presentation

The Award of Merit shall be presented to the successful nominee by the AAESQ local at an appropriate time.

Leadership Award

1. Purpose

This award is to be given at the local level to recognize outstanding leadership displayed by a school/centre or board level administrator.

2. Criteria

The criteria are to be determined at the local level, but all nominations need to be forwarded to the Nominations Committee for their consideration.

The candidate shall be nominated by five (5) members in good standing of the Association, with the exception of the Centre de service scolaire du Littoral. Active members who have paid their dues at the time of the nomination are considered members in good standing.

3. Application

The nominations shall be submitted to the President of the Local with a supporting statement outlining the reasons for the nomination (minimum 100 words).

One recommendation with supporting documentation is to be forwarded to the Executive Director of the Provincial AAESQ on or before a date established by the Executive of Provincial AAESQ.

4. Approval

The nomination(s) must be presented to AAESQ Provincial Executive for approval.

5. Number of Awards per year

There is no limit.

6. Type of Award

The Leadership Award will be a plaque suitably inscribed.

7. Presentation

The Leadership Award shall be presented to the successful nominee by the AAESQ local at an appropriate time.

Honourary Life Membership Award

The Honourary Life Membership Award is given to an individual who has made a distinguished contribution to AAESQ.

1. Criteria

The recipient must have served on the Executive, the Board of Directors, or one or more of AAESQ's committees over an extended period.

The candidate shall be nominated by five (5) members in good standing of the Association, with the exception of the Centre de service scolaire du Littoral. Active members who have paid their dues at the time of the nomination are considered members in good standing.

The recipient is retired.

2. Application

Each year, locals of the Association shall be invited, after consultation with the proposed candidate, to submit his/her/name to the Executive Director of AAESQ by a designated date.

3. Selection/Approval

Nominations are referred to the Provincial Nominating Committee for consideration.

The recommendations from the Nominating Committee will be considered for approval by the Executive of AAESQ.

4. Number of Awards per year

The number of Honourary Life Membership awards to be awarded in any given year is generally not more than three (3).

5. Type of Award

The award shall be represented by a plaque suitably inscribed.

6. Presentation

The award is presented at a time determined by the Executive of AAESQ.

Outstanding Achievement Award

The Outstanding Achievement Award is given to members of the Association in either of the following categories:

- a) School/Centre administration
- b) Board level administration

1. Criteria

The award shall be granted to a member of AAESQ who, due to a particular outstanding achievement, has clearly demonstrated exemplary leadership in education. The award may be granted at any time during a member's career and the emphasis is on quality of achievement.

The candidate shall be nominated by five (5) members in good standing of the Association, with the exception of the Centre de service scolaire du Littoral. Active members who have paid their dues at the time of the nomination are considered members in good standing.

2. Application

Each year, locals of the Association shall be invited after consultation with the proposed candidate, to submit his/her name to the Executive Director of AAESQ by a designated date.

3. Selection/Approval

Nominations are referred to the Provincial Nominating Committee for consideration.

The recommendations from the Nominating Committee will be considered for approval by the Executive of AAESQ.

4. Number of Awards per year

The award is generally granted to one individual in each category each year. In exceptional circumstances, the Executive of AAESQ may grant more than one award, per category, when it is deemed appropriate.

The award may, at the discretion of the Executive of AAESQ, be withheld in either category any given year.

5. Type of Award

The award shall be represented by a plaque suitably inscribed.

6. Presentation

The award is presented at a time determined by the Executive of AAESQ.

Distinguished Service Award

The Distinguished Service Award is given to members of the Association in either of the two categories:

- School/Centre administration
- Board level administration

1. Criteria

The award shall be granted to a member of AAESQ who has made an outstanding contribution to education. The emphasis is on quality of service, performance above and beyond the usual responsibilities. The award is generally granted to a member who is in the latter stage of his/her career.

The candidate shall be nominated by five (5) members in good standing of the Association, with the exception of the Centre de service scolaire du Littoral. Active members who have paid their dues at the time of the nomination are considered members in good standing.

2. Application

Each year, locals of the Association shall be invited after consultation with the proposed candidate, to submit his/her name to the Executive Director of AAESQ by a designated date.

3. Selection/Approval

Nominations are referred to the Provincial Nominating Committee for consideration.

The recommendations from the Nominating Committee will be considered for approval by the Executive of AAESQ.

4. Number of Awards per year

The award is generally granted to one individual in each category each year. In exceptional circumstances, the Executive of AAESQ may grant more than one award, per category, when it is deemed appropriate.

The award may, at the discretion of the Executive of AAESQ, be withheld in either category any given year.

5. Type of Award

The award shall be represented by a plaque suitably inscribed.

6. Presentation

The award is presented at a time determined by the Executive of AAESQ.