



Nomination Form – Individuals

The nomination is for the following award(s) (Select all that apply)

TVDSB Award of Distinction:

Annual recognition given by the Thames Valley District School Board Trustees to students, staff, volunteers, parents, and all individuals who have made significant contributions at a system or school level.

OPBSA Award of Excellence and Achievement Award:

Recognizes the outstanding contributions of non-teaching staff, parents, volunteers and community partners involved in education in the member boards.

OPSBA Fred L. Bartlett Award:

Awarded to an active or retired member of the teaching profession for outstanding contribution to education in Ontario.
Memorial

Nominee Information

First and last name	
Role	<input type="checkbox"/> Administrator <input type="checkbox"/> Parent <input type="checkbox"/> Student <input type="checkbox"/> Support Staff <input type="checkbox"/> Teacher <input type="checkbox"/> Volunteer Support staff position title if applicable: _____ <i>(i.e. Custodian, Educational Assistant, Secretary etc.)</i>
School/Worksite	
Mobile number	
Email	

Nominator Information

First and last name	
Role	<input type="checkbox"/> Administrator <input type="checkbox"/> Parent <input type="checkbox"/> Student <input type="checkbox"/> Support Staff <input type="checkbox"/> Teacher <input type="checkbox"/> Volunteer
School/Worksite	
Mobile number	
Email	
Signature	

Supporters of Nomination

(Supporters may include those who have submitted materials or simply endorse the nomination)

Name	Role/Position	School/Worksite

Nomination instructions:

Nominations are due by **4 p.m. on Wednesday, February 26, 2025**, via email to d.hancock@tvdsb.ca.

Alternatively, you can send them through the Board courier to: Danielle Hancock
Trustees' Office, Director Services TVDSB 1250 Dundas Street London, ON N5W 5P2

Part 1 – Nomination Letters:

- **TVDSB Award of Distinction**: Include a letter, which outlines the reasons for your nomination and explains how the nominee or group meets the selection criteria.
- **OPSBA Awards of Achievement**: Include a letter which summarizes the nominees' outstanding, exemplary and/or unique contributions to the overall well-being of the school(s) or community(s) through in-school, board-wide, extra-curricular and/or volunteer work or contributions.
- **Fred L. Bartlett Memorial Award**: Include a letter which summarizes the nominees' contributions to education at both the local (TVDSB) and provincial level.

Part 2 – Supporting Material:

- **TVDSB Award of Distinction**: Include up to 20 single-sided pages of supporting materials, such as letters from colleagues or community members etc. which provide clear evidence and examples that demonstrate how the nominee/group of nominees meets the selection criteria. Media clippings, etc. may be included. Audio visual material is inadmissible.
- **OPSBA Awards of Achievement**: Supporting materials, in support of the nominees outstanding contributions in the field of education may be included but is not required.
- **Fred L. Bartlett Memorial Award**: An information summary in point form of the nominees' Record of Service; a detailed account of the nominee's accomplishments in the field of education; and a separate list of Supporting Nominators, where appropriate.

Part 3 – Completed Nomination Package:

Complete the nomination form and compile all supporting materials and nomination letters into a single PDF document or shared digital file.

Email completed nomination packages to d.hancock@tvdsb.ca **before 4 p.m. on Wednesday, February 26, 2025**.

Find additional information on the board's website at
<https://www.tvdsb.ca/en/our-board/award-of-distinction.aspx>

Notice of Collection: The personal information provided on this form and any other correspondence relating to involvement in Board programs is collected by the Thames Valley District School Board under the authority of the Education Act and Regulations (R.S.O. 1990 c.E.2) as amended. The information will be used to register the student in a school, for the collection of applicable student/activity fees, as well as for any consistent purpose. Information is shared with employees such that they may carry out their job duties. In addition the information may be used or disclosed to comply with legislation, for compelling circumstances affecting health and safety or discipline, as required in circumstances related to law enforcement matters, or in accordance with any other Act. For questions about this collection, contact the Board's Freedom of Information Co-ordinator, Thames Valley District School Board, 1250 Dundas Street, London, Ontario, N6A 5L1, Telephone 519-452-2000 ext. 20218. (Revised April 2013)