



THE COLONEL R.S. McLAUGHLIN MEMORIAL AWARD

THE ONTARIO FEDERATION
OF
HOME AND SCHOOL ASSOCIATIONS INC.

INVITES NOMINATIONS FOR THE COLONEL R.S. McLAUGHLIN MEMORIAL AWARD

This award is presented to an individual who has demonstrated outstanding service to education by fostering co-operation between Parents and Teachers and by promoting understanding between the Home and the School. This Award is meant for Home and School members who have made a significant contribution to the Federation at the provincial level.

All nominations must be submitted from Associations, Councils, Regions, or Board of Directors, in good standing with membership paid to date.

CRITERIA

1. The nominee shall be a Home and School member serving or having served a full term on a **minimum of two of the following**: Association Executive, Council Executive, Region Executive or Board of Directors as either an executive or on a Board of Directors Committee.
2. The nominee must not at the present time hold the position of Federation President.
3. The nominee shall be selected on the basis of their outstanding contribution to Home and School. This may consist of constructive participation in Home and School *over* a number of years in several positions. Consideration may be given to candidates who have contributed considerable time and effort to whatever task they have volunteered for or have been assigned to during their years in Home and School with particular value to the Federation, and to promoting an understanding of Home and School with their fellow members.

PROCEDURE

1. Nominations may be submitted by an Association, Council, Region or the Board of Directors of OFHSA.
2. The submission must be presented by one of the above units without consulting the nominee.
3. All submissions must be typed or written in ink. Use a paper clip to hold pages together: **DO NOT USE STAPLES** or enclose the nomination in a folder. Do not send photos. Once received, all identifying information is "blacked out" to ensure equity and fairness in judging. Photocopies are then prepared for each member of the selection committee.
4. The submission shall include a complete and detailed account of the nominee's contribution to Home and School. It may include letters of reference that support the nomination. A one-page letter can be used to express more fluidly the qualities of the individual you are nominating (this would be "Page 5"). The complete package must not exceed a maximum of 5 pages (double sided sheets count as 2 pages)
5. The nomination package for the Award **must** be accompanied by a letter from the submitting unit, duly signed by the President and Secretary of the unit and must reach the OFHSA Awards Workgroup Leader postmarked **no later than February 1, 2019**. *This letter will **not** count toward the 5-page limit.*
6. Upon notification that its candidate was chosen as the winner, the nominating unit shall submit a citation to the Federation office by March. This citation will be used for the presentation at Conference. Their attendance is expected at Conference.
7. The Colonel R.S. McLaughlin Memorial Award shall be presented at the Awards Banquet at the OFHSA Conference.

THE AWARD WINNER WILL BE THE DINNER GUEST OF THE FEDERATION. ANY OTHER EXPENSES INCURRED BY THE WINNER, FOR TRAVEL, MEALS, OR ACCOMMODATIONS, WILL BE THE RESPONSIBILITY OF THE SUBMITTING UNIT.



THE ONTARIO FEDERATION
OF
HOME AND SCHOOL ASSOCIATIONS INC.

COLONEL R.S. MCLAUGHLIN MEMORIAL AWARD

Name of the Nominee: _____

Submitting Unit: _____

Name and Address of Contact Person: _____

Listed below are areas we feel are important in selecting an exemplary educator. Please fill in for your nominee, and attach any other comments or supporting letters to these forms and you may attach additional pages with your own words and ideas of why you feel this nominee should be considered for this honour by OFHSA. This award is meant for Home & School members who have made a significant contribution to the Federation at the provincial level.

Home & School History

Position/Offices held	Location (Name of Association, Council)	Date /Years

Special Achievements, Awards, etc.

Date	Achievement / Award

The nominee has been the official representative of Home and School at:

Date	To What Group	Purpose	Level of Home & School

Special skills or leadership qualities of the nominee are:

Nominee presents a public profile of, or supports Home & School by:

Nominee demonstrates “The Best for Each Student” by:

Nominee demonstrated rapport with parents, students, and staff by:

The nominee supports parental involvement in the education system by:

The Award is meant for Home & School members who have made a significant contribution to the Federation at the provincial level. Explain below how the nominee has accomplished this.

THE COL. R.S. MCLAUGHLIN MEMORIAL AWARD WILL BE PRESENTED AT THE AWARDS BANQUET AT CONFERENCE. THE AWARD WINNER WILL BE THE DINNER GUEST OF THE FEDERATION. ANY OTHER EXPENSES INCURRED BY THE WINNER, FOR TRAVEL, MEALS, OR ACCOMODATIONS WILL BE THE RESPONSIBILITY OF THE SUBMITTING UNIT.

Nominations will only be accepted from Associations, Councils, or Board of Directors, in good standing with membership paid to date.

Please send your nomination to the awards workgroup, **postmarked no later than February 1, 2019.**

**Mail to:
OFHSA Awards Workgroup
51 Stuart Street
Hamilton ON L8L 1B5**

Any additional comments and or support letters may be attached to make up a total of 5 sheets (Single sided).
If you have any questions, please email them to OFHSA (info@ofhsa.on.ca)