



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, or Federation Board of Directors, in good standing.

CRITERIA:

- 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, or Board of Directors as either an executive or on a Board of Directors Committee.
- The nominee must not at the present time hold the position of Federation President.
- 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, or the Federation.
2. The submission must be presented by one of the above units without informing the nominee.
3. Submissions may be completed online, or by printing the included forms, then submitting by email or mail.
4. The submission shall include a complete and detailed account of the nominee's contribution to Home and School.
5. The nomination package for the Award **must** be accompanied by:
 - A letter from the submitting unit, signed by the President and Secretary of the unit (page 3)
 - The following *Colonel R.S. McLaughlin Memorial Award Nomination Form* (pages 4-7)
 - Please attach, to a maximum size of one single-sided page, any additional comments of support (e.g. from members, board of directors, teachers, principals, community group leaders, superintendents, trustees, etc.).
 - Nominations must be received at OFHSA postmarked **no later than February 1st**

Award winner notification will be sent in March to the Email of Contact Person provided on page 4. Any expenses incurred for the Nominee to receive the award will be the responsibility of the submitting unit. The Award winner will be the guest of the Federation.

Return the completed nomination forms to OFHSA, postmarked no later than: February 1st

Mail to:

OFHSA
51 Stuart Street
Hamilton ON L8L 1B5

Email to:

OFHSA
info@ofhsa.on.ca

Direct any questions to the OFHSA office at: 905-308-9563 or info@ofhsa.on.ca

When filling out the forms:

- **PLEASE PRINT CLEARLY. If we can't read it, we can't judge it.**
- **Please ensure that all questions are answered.**
- **Include a letter from the submitting unit (page 3), signed by the President and Secretary of the submitting unit.**
- **Please attach, to a maximum size of one single-sided page, any additional comments of support. (e.g. from members, board of directors, teachers, principals, community group leaders, superintendents, trustees, etc.)**
- **Please refrain from using any identifiable information of the nominee. (e.g. name, race, creed, physical, emotional or language restrictions, etc.)**



Letter of Support from Submitting Unit

Dear OFHSA Awards Workgroup,

Sincerely,

Association/Council/Federation President

Association/Council/Federation Secretary



COLONEL R.S. MCLAUGHLIN MEMORIAL AWARD NOMINATION FORM

Name of the Nominee: _____

Submitting Unit: _____

Name of Contact Person: _____

Email of Contact Person: _____

Listed below are areas that are important in selecting an exemplary leader. Please complete information about the nominee. 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, or Federation)	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 demonstrates rapport with parents, students, and staff by:

Nominee supports parental involvement in the education system by:

This 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.

Award winner notification will be sent in March to the *Email of Contact Person* provided on page 4. Any expenses incurred for the Nominee to receive the award will be the responsibility of the submitting unit. The Award winner will be the guest of the Federation.

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 1st.**

Mail to:

**OFHSA
51 Stuart Street
Hamilton ON L8L 1B5**

Email to:

**OFHSA
info@ofhsa.on.ca**

If you have any questions, please email them to OFHSA: info@ofhsa.on.ca

Thank You and Good Luck!