



March 26, 2024

TO: All District Employees

FROM: Susan Leaming  
Interim Executive Officer, Personnel Commission and Classified Employment

SUBJECT: **2024 CLASSIFIED EMPLOYEE OF THE YEAR**

In conjunction with the Annual Classified Employee Celebration, the Classified Employee of the Year Award is presented to the classified employee who has exceeded expectations through teamwork, personal achievement in their work, and by promoting the educational mission of the District. This award is an opportunity to recognize a classified staff member and share their outstanding work efforts and skills with the rest of the District. This year, the winner and finalists will be recognized at the Annual Classified Employee Celebration event at the Teacher Resource Center on May 24, 2024.

Any full-time or part-time permanent classified employee is eligible for this honor. Only District classified or certificated employees may nominate a classified employee. The selection committee does not consider self-nominations.

The nominee should:

- Support the educational mission of the District by contributing to classroom support and/or business (non-school) operations of the District.
- Demonstrate a commitment to being a team player and a positive role model for others.
- Go above and beyond in their performance with personal characteristics or other details that make them exceptional or inspirational.

If you have any questions, please contact the Personnel Commission at 562-435-5708 or email Virginia Agredano at [vagredanoperez@lbschools.net](mailto:vagredanoperez@lbschools.net).

**Nominations will be accepted via google form until 4:30 p.m. on April 26, 2024.**



**[Or click here to complete the nomination form today!](#)**