



BOARD MEETING RECOGNITION REQUEST 2026-2027

Directions: Please refer to the Regulation at the end of this document to determine if your recommended Board recognition meets the guidelines. Complete this form and submit via email to your Chief for approval if you would like to request a special recognition at a regularly scheduled Board meeting. This can be for students (to include teams/groups), staff members, or community members.

Requester's Name	
Requester's Email	
Campus	
Staff, Student or Other Recognition?	
Board Date Requested Board Schedule	
Name(s) of award recipient(s). Please include campus, grade levels, titles, etc.	
Details regarding award (name of award; achievements; how does it meet the guidelines?)	
Who will be presenting?	
Approved by	
Date Approved	

BOARD MEETINGS
RECOGNITIONS

BE
(REGULATION)

Purpose

The Board of Trustees values recognizing students, employees, volunteers, and community partners whose accomplishments bring honor to Royse City ISD and exemplify the District's mission and values. To ensure Board meeting time is used effectively while maintaining the prestige of these recognitions, the following guidelines will be used.

**Student
Recognitions**

Students may be recognized by the Board of Trustees for achievements that meet one or more of the following criteria:

- Earn a state championship or state title.
- Qualify for or place at a state-level competition or performance in an activity sanctioned by a recognized governing organization.
- Earn All-State honors in athletics, music, or other recognized activities.
- Qualify for or place at a national competition or performance.
- Earn a national championship or national individual honor.
- Receive a prestigious state or national scholarship or academic distinction, including National Merit recognition.
- Represent the State of Texas or the United States in a state, national, or international competition or event.
- Receive another significant honor approved by the Superintendent or designee.

**Employee
Recognitions**

Employees may be recognized for accomplishments including, but not limited to the following:

- District Teacher of the Year and Campus Teachers of the Year.
- District Employees of the Year or other districtwide employee recognition programs.
- Regional, state, national, or international awards.
- Significant professional accomplishments that bring distinction to the District.
- Other achievements approved by the Superintendent or designee.

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BOARD MEETINGS
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Team Recognitions

Athletic teams, fine arts organizations, academic teams, Career & Technical Education organizations, and other student groups may be recognized for the following:

- State qualification.
- State championships or top state placements.
- National qualification.
- National championships or top national placements.
- Other exceptional accomplishments approved by the Superintendent or designee.

Community & Volunteer Recognitions

The Board may recognize community members, volunteers, business partners, or organizations whose service or contributions have had a significant positive impact on Royse City ISD.

Recognition Process

1. Campus principals and department leaders shall submit recognition requests to the Superintendent or designee.
2. The Superintendent or designee shall determine whether a recognition is appropriate for presentation at a Board meeting.
3. Multiple recognitions from the same campus or program may be grouped to promote efficient Board meetings.
4. The Superintendent or designee may approve exceptions when an accomplishment brings extraordinary distinction to the District.

General Guidelines

Board recognitions are intended to celebrate exceptional accomplishments rather than routine participation. Preference will be given to achievements at the state, national, or international level, while allowing recognition of local accomplishments that are of exceptional significance to Royse City ISD.

Commercial businesses, political organizations, religious organizations, or outside groups are not routinely recognized unless the recognition is directly connected to a district program or Board-approved partnership.

Board Recognition requests must be received within 90 days of receipt of the award or honor.

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