



2024 Classified School Employee of the Year

Nomination Categories

Nominations will be accepted for staff in the nine categories listed below:

In determining the appropriate category, the job description is the most important resource to identify what the employee's work is directly related to according to the definitions below. For positions that fall under more than one category, consider where the nominee spends the majority of their time. Please contact OCDE if you need assistance to identify the correct category.

- 1. Clerical and Administrative Services:** The work must be directly related to clerical or secretarial duties.
Examples: attendance clerk, secretary, accountant, mailroom staff
- 2. Custodial and Maintenance Services:** The work must be directly related to operation or maintenance services.
Examples: custodian, groundskeeper
- 3. Food and Nutrition Services:** The work must be directly related to food handling and/or preparation.
Examples: chef, cook, cafeteria worker
- 4. Health and Student Services:** The work must be directly related to health and student services.
Examples: nurse, counselor, district prevention specialist, interpreter, translator, family/community liaison; community outreach coordinator
- 5. Paraprofessional Services:** The work must be directly related to instructional services to students.
Examples: classroom assistant, instructional aide, library assistant, preschool or childcare staff
- 6. Security Services:** The work must be directly related to the security of students and/or property.
Examples: campus security monitor, playground supervisor, community outreach assistant
- 7. Skilled Trades Services:** The work must be directly related to skilled services.
Example: carpenter, electrician, plumber, painter, mechanic, HVAC technician
- 8. Technical Services:** The work must be directly related to technical duties.
Examples: network engineer, technology support, programmer, media services technician, graphic design
- 9. Transportation Services:** The work must be directly related to transportation.
Examples: bus driver, dispatcher, delivery person