

2021 CLASSIFIED HERO RECOGNITION FORM

Please type or print information.

I RECOGNIZE:

Name Anita Coley

Classification Plant Supervisor

Location/Site Burcham Elementary

Please give specific examples of how your classified hero works to (Attach additional sheets if needed):

Support the mission of the District (*"To support the personal and intellectual success of every student, every day"*) by contributing to classroom support and/or business (non-school) operations of the District.

Anita has been a phenomenal team player in preparation for re-opening our school. She is meticulous in her work as a Plant Supervisor and also in training her crew to ensure consistency. Anita helped coordinate Chromebook distribution, ensured the safety and sanitation of our school grounds during the entire pandemic. She follows District protocols and ensures all staff follow guidelines when it comes to safety. She has worked overtime to ensure our school was prepared during the re-opening phase and has maintained a positive attitude the entire time. Our working relationship has blossomed during the pandemic because together we know it takes a village to support the personal and intellectual success of every student, everyday.

Demonstrate a commitment to being a team player and a positive role model for others.

Anita is a positive role model to her custodial crew because she follows District protocols to a tee. As a new Principal, she helps me understand the regulations and guidelines to ensure compliance. She has contributed countless hours of her day preparing Chromebook carts and setting up classrooms in preparation of students returning. Anita has also helped our PTA with events and setting up tables for teachers as part of material distribution. She is always prepared and responds to emails in a timely manner which helps support the staff.

Please list specific personal characteristics and or other details that make this employee exceptional or inspirational regarding his or her performance.

Some of Anita's personal characteristics that make her special is her organizational skills, timely responses to requests and she's a go-getter. She loves what she does and takes pride in her work. She trains future custodians for the district and prides herself on preparing her crew for promotions. Anita has worked with several custodians who have received promotions due to her detailed training and hard work. She is an inspiration to those who work closely to her.

Submitted by Principal/Administrator Name Helen Makridis Title Principal

Site/Location Burcham Elementary School Phone # 562.420.2685

Completed forms may be emailed to Mindi Ritter, mritter@lbschools.net or faxed to (562) 425-1320;
or mailed to: Personnel Commission, 4400 Ladoga Avenue, Lakewood, CA 90713

ALL FORMS MUST BE RECEIVED BY *MONDAY, May 17, 2021.*