

2021 CLASSIFIED HERO RECOGNITION FORM

Please type or print information.

I RECOGNIZE:

Name Marlene Wilkinson

Classification Administrative Secretary Location/Site Employee Relations and Ethics

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.

Marlene supports staff across by addressing concerns and needs regarding contract language, personal struggles, accessing leave, mediating concerns, and many other services. Her ability to truly listen to others lets all all who reach out to ERS feel validated and know they are being heard. IN the time I have been the Director of ERS, I have only received positive, glowing feedback regarding her willingness to serve others and ensure every visitor/caller feel they are vital to the districts efforts and that their concerns and needs mater.

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

Marlene's ability to guide my transition to the office and her relationships with departments across the district have made our team strong and productive. Marlene is the backbone of this office because she cares, has the courage to push for improvement, and develops meaningful relationships with all who interact with our office. Without her contributions to ERS, critical work and my personal growth and development would have suffered tremendously during this very turbulent time. It is an honor to work with Marlene.

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

Caring, passionate, loyal, dedicated, empathetic, strong listener, ethical, equity focused, and a wonderful human being.

Submitted by Principal/Administrator Name Steven Rockenbach Title Director

Site/Location Employee Relations and Ethics Phone # 562-997-8222

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.*