



**MSNA & SNA**

# AWARDS

*Recognizing excellence, sharing successes*



June 2015

### Be A Star!

As more members apply for and receive recognition, others will strive for excellence as well, thanks to the many positive examples of what is possible in exceptional service to school children.

# Recognition For All Members

## Award Benefits for MSNA Members

Document the impact of a project, person, or team for recognition within district, area, state, region, or country.

Demonstrate best practices to peers.

Take pride in accomplishments.

Show your creativity

Receive valuable prizes. Some awards offer a certificate, letter to district administration, invitation to special events. See the directory for details.

The School Nutrition Association and MSNA offer several opportunities for recognition, yet few members have taken advantage of this benefit in the past.

This booklet represents a renewed effort to promote the many types of awards, clarify the application process, make transparent the judging process, and showcase awards to honor innovation and teamwork.

Keep this booklet as a handy reference.

The awards are as follows:

- “E” Team Award
- Chapter President of Excellence Award
- Innovation Award
- Employee Of The Year
- Manager of the Year
- Director of the Year
- Industry Partner
- Star Club
- Award Deadlines
- SNA Scholarships

**Good luck!**

Please call SNA's Service Center at 800-877-8822 or email at [servicecenter@schoolnutrition.org](mailto:servicecenter@schoolnutrition.org) with any SNA award or SNA scholarship questions. MSNA awards call 877-251-2344 or email [info@mnsna.org](mailto:info@mnsna.org)

You can also find this document in a pdf format on the MSNA website [www.mnsna.org](http://www.mnsna.org).

Current Board Member contact information is available at [www.mnsna.org](http://www.mnsna.org).

## Keep For Future Reference



### THE BOTTOM LINE

As more members apply for and receive recognition, others will strive for excellence as well, thanks to the many positive examples of what is possible in exceptional service to school children. Please consider applying for an award or nominating someone today!

# AWARDS DIRECTORY

## “E” TEAM – MSNA Only

Showcases excellence in Teamwork, Creativity and Customer Service. Going the “Extra Mile” is a part of the team’s goals to bring their best service to the forefront.

|                         |   |
|-------------------------|---|
| <b>Eligibility</b>      | <ul style="list-style-type: none"><li>• Kitchen team of two or more</li><li>• Each team member must be a SNA/MSNA member</li><li>• Employed in a school nutrition program</li></ul>   |
| <b>Criteria</b>         | <ul style="list-style-type: none"><li>• Customer Service</li><li>• Creativity</li><li>• Teamwork</li></ul>  |
| <b>Process</b>          | <ul style="list-style-type: none"><li>• Application must originate and be <u>submitted</u> by the kitchen team</li><li>• Applications due March 1-Send to MSNA Executive Director</li><li>• Documentation is limited to the space provided</li><li>• Judging is done by the Member Services Committee</li></ul> |
| <b>Recognition</b>      | Certificate<br>Letter to Principal & Director<br>Red apple award<br>Invitation to President’s Reception at Annual Conference  |
| <b>More information</b> | Visit <a href="http://www.mnsna.org">www.mnsna.org</a> for application form<br>Contact Member Services Chair  |

## CHAPTER PRESIDENT – MSNA Only

Recognizes those Chapter Presidents that promoted membership and met the requirements of the Chapter Plan of Action.

|                         |   |
|-------------------------|---|
| <b>Eligibility</b>      | Current Chapter Presidents  |
| <b>Criteria</b>         | <ul style="list-style-type: none"><li>• Supported President’s strategic plan</li><li>• Promoted membership</li><li>• Chapter representation at Leadership Seminar</li></ul>   |
| <b>Process</b>          | <ul style="list-style-type: none"><li>• Chapter President completes an application</li><li>• Applications due on May 31</li><li>• All entries must be sent to MSNA Executive Director</li><li>• MSNA President determines winner(s)</li></ul> |
| <b>Recognition</b>      | Certificate<br>Red Apple Award<br>Invitation to President’s Reception at Annual Conference  |
| <b>More information</b> | Visit <a href="http://www.mnsna.org">www.mnsna.org</a> for a nomination form<br>Contact MSNA President  |

## INNOVATION – MSNA Only

Recognizes an individual for the development of an Innovative Process or Program within a school or district which adds value or streamlines operations.

|                         |  |
|-------------------------|--|
| <b>Eligibility</b>      | <ul style="list-style-type: none"><li>• Head Cook, Site Manager, Site Supervisor or Child Nutrition Office Support staff</li><li>• SNA/MSNA member</li><li>• Nominee must be employed in school food service</li><li>• Multiple candidates may be nominated from each district</li></ul> |
| <b>Criteria</b>         | <ul style="list-style-type: none"><li>• State Innovative project</li><li>• Implementation of project</li><li>• Successful outcome of project</li></ul>   |
| <b>Process</b>          | <ul style="list-style-type: none"><li>• Nominations from any staff person within the school district</li><li>• Nominations due by March 1-send to MSNA Executive Director</li><li>• Judging conducted by Member Services Committee</li></ul>   |
| <b>Recognition</b>      | Certificate Red Apple Award<br>Letter to Principal & Director<br>Invitation to President's Reception at Annual Conference  |
| <b>More information</b> | Visit <a href="http://www.mnsna.org">www.mnsna.org</a> for application<br>Contact Member Services Chair  |

## EMPLOYEE OF THE YEAR (previously Heart of the Program) SNA/MSNA

The Employee of the Year Award recognizes non-managerial school nutrition employees for the contributions they have made throughout their school nutrition career.

|                         |   |
|-------------------------|---|
| <b>Eligibility</b>      | <ul style="list-style-type: none"><li>• Currently a SNA member in the School Nutrition or Child Care Employee Section</li><li>• Currently SNA Certified</li><li>• Cannot be a current state or national president or a previous national winner of award</li><li>• <b>Self-Nominations are not accepted</b></li></ul>                           |
| <b>Criteria</b>         | <ul style="list-style-type: none"><li>• Customer Service Skills (worth 30% of total score)</li><li>• Creativity (worth 20% of total score)</li><li>• Commitment to Professional Development(worth 20% of total score)</li><li>• Dedication to School Nutrition Profession (worth 30% of total Score)</li></ul>                                  |
| <b>Process</b>          | <ul style="list-style-type: none"><li>• Nominations must be typed and answers must not exceed the listed word count</li><li>• Nomination due to SNA by March 1</li><li>• State entries will be judged by a panel to determine a winner.</li><li>• The winning nomination is sent on for possible regional and/or national recognition</li></ul> |
| <b>Recognition</b>      | Certificate, Red Apple Award ,Letter to Director<br>Invitation to President's Reception at Annual Conference  |
| <b>More information</b> | Visit <a href="http://www.schoolnutrition.org">www.schoolnutrition.org</a> for nomination form<br>Contact Member Services Chair   |

## MANAGER OF THE YEAR– SNA& MSNA

The Manager of the Year Award, in Honor of Louise Sublette, recognizes school nutrition managers for the contributions they have made throughout their school nutrition career.

|                         |   |
|-------------------------|---|
| <b>Eligibility</b>      | <ul style="list-style-type: none"><li>• Currently an SNA member in the Foodservice/Nutrition Manager/Head Cook/Assistant Manager section</li><li>• Currently SNA-Certified</li><li>• Assigned to one school OR to a central kitchen that serves multiple schools</li><li>• Self-nominations are not accepted.</li><li>• <b>Nominee cannot be:</b></li><li>• Employed as a supervisor on a system-wide basis</li><li>• A current state or national SNA president</li><li>• A previous national winner of the Manager of the Year Award, in Honor of Louise Sublette OR previous national winner of the Louise Sublette Award of Excellence in School Nutrition</li></ul> |
| <b>Criteria</b>         | <ul style="list-style-type: none"><li>• Cafeteria Environment (worth 30% of total score)</li><li>• Management and Staff Development (worth 30% of total score)</li><li>• SNA Involvement (worth 20% of total score)</li><li>• School and Community Outreach (worth 20% of total score)</li></ul>  |
| <b>Process</b>          | <ul style="list-style-type: none"><li>• Nominations must be typed, and answers must not exceed the listed word count maximums</li><li>• Nomination due March 1 to SNA. State entries will be judged by a panel to determine a winner</li><li>• Entry sent to SNA for possible national recognition</li></ul>  |
| <b>Recognition</b>      | SNA Certificate , Plaque, Letter sent to Director<br>Invitation to President’s Reception at MSNA Annual Conference<br>SNA Awards if regional and/or national winner   |
| <b>More information</b> | Visit <a href="http://www.schoolnutrition.org">www.schoolnutrition.org</a> for nomination form<br>Contact Member Services Chair   |

## DIRECTOR OF THE YEAR –SNA & MSNA

The Director of the Year Award recognizes school nutrition directors for the contributions they have made throughout their school nutrition career

|                         |   |
|-------------------------|---|
| <b>Eligibility</b>      | <ul style="list-style-type: none"><li>• Currently and for the past five years a SNA Member in the District Director or Major City Director sections</li><li>• Currently SNA Certified or SNS Credentialed</li><li>• Served in at least one position on the state or national executive board OR as a member on a state or national committee.</li><li>• <b>Nominee cannot be:</b></li><li>• A current state or national SNA President or a previous national winner of the Outstanding Director of the Year award</li></ul> |
| <b>Criteria</b>         | <ul style="list-style-type: none"><li>• Program Enhancement (worth 30% of total score)</li><li>• Staff Development (worth 20% of total score)</li><li>• School Involvement (worth 15% of total score)</li><li>• SNA Involvement (worth 20% of total score)</li><li>• Community Involvement (worth 15% of total score)</li></ul>   |
| <b>Process</b>          | <ul style="list-style-type: none"><li>• Nominations must be typed, and answers must not exceed the listed word counts. Nominations due by March 1 to SNA</li><li>• Winning Nomination is sent on for possible regional and /or national recognition</li><li>• State entries will be judged by a panel to determine a winner</li></ul>   |
| <b>Recognition</b>      | SNA Certificate, Plaque, Letter sent to Superintendent<br>Invitation to President’s Reception at MSNA Annual Conference<br>SNA Awards if regional and/or national winner  |
| <b>More information</b> | Visit <a href="http://www.schoolnutrition.org">www.schoolnutrition.org</a> for nomination form<br>Contact Member Services Chair   |

## INDUSTRY – MSNA Only

Recognizes the efforts of an Industry member who has demonstrated exemplary support to MSNA members and their professional community.

|                         |   |
|-------------------------|---|
| <b>Eligibility</b>      | MSNA Industry members   |
| <b>Criteria</b>         | <ul style="list-style-type: none"><li>• Been continuous member for three years or more</li><li>• Current Board members not eligible</li><li>• Demonstrates exemplary support to members</li><li>• Made outstanding contributions to the advancement of the child nutrition profession</li></ul> |
| <b>Process</b>          | <ul style="list-style-type: none"><li>• Nominations by current voting Board members and five most recent past Presidents</li><li>• Nominations due April 1</li><li>• Judging conducted by President, President-elect and Vice President</li></ul>   |
| <b>Recognition</b>      | Plaque +<br>Named as Industry Partner at MSNA Industry Conference<br>Letter to Company officials<br>Invitation to President's Reception at Annual Conference  |
| <b>More information</b> | Visit <a href="http://www.mnsna.org">www.mnsna.org</a><br>Contact MSNA President  |

## SNA STAR CLUB

The Star Club is SNA's way of recognizing and thanking members who recruit and retain SNA members.

| <b>How Does It Work?</b>     | Each time a new member writes your name in the referral section of the membership application form you receive one credit, plus you get an additional credit every year they renew! Credits don't expire, so once you have three credits you become a Star Club Member for as long as you are an active SNA National member!                                      |       |                   |                  |   |             |    |             |    |           |     |               |     |              |     |
|------------------------------|---|-------|-------------------|------------------|---|-------------|----|-------------|----|-----------|-----|---------------|-----|--------------|-----|
| <b>How Star Credits Grow</b> | You accumulate credits when you recruit new members and get them to renew each year. For example if you recruit 3 members this year, get all 3 to renew next year and recruit 4 more new members, you will have 10 credits in two years and become a Bronze Star.   |       |                   |                  |   |             |    |             |    |           |     |               |     |              |     |
| <b>Star Club Recognition</b> | As a member of SNA's Star Club, you will be recognized for your hard work and recruiting efforts throughout the year and at SNA meetings, including special recognition at the Annual National Conference. In addition, you will also receive a gift of appreciation each time you reach the next Star Club level!  |       |                   |                  |   |             |    |             |    |           |     |               |     |              |     |
| <b>Star Club Levels</b>      | <table border="1"><thead><tr><th>Level</th><th>Star Club Credits</th></tr></thead><tbody><tr><td>Star Club Member</td><td>3</td></tr><tr><td>Bronze Star</td><td>10</td></tr><tr><td>Silver Star</td><td>50</td></tr><tr><td>Gold Star</td><td>100</td></tr><tr><td>Platinum Star</td><td>150</td></tr><tr><td>Diamond Star</td><td>250</td></tr></tbody></table> | Level | Star Club Credits | Star Club Member | 3 | Bronze Star | 10 | Silver Star | 50 | Gold Star | 100 | Platinum Star | 150 | Diamond Star | 250 |
| Level                        | Star Club Credits   |       |                   |                  |   |             |    |             |    |           |     |               |     |              |     |
| Star Club Member             | 3   |       |                   |                  |   |             |    |             |    |           |     |               |     |              |     |
| Bronze Star                  | 10  |       |                   |                  |   |             |    |             |    |           |     |               |     |              |     |
| Silver Star                  | 50  |       |                   |                  |   |             |    |             |    |           |     |               |     |              |     |
| Gold Star                    | 100   |       |                   |                  |   |             |    |             |    |           |     |               |     |              |     |
| Platinum Star                | 150   |       |                   |                  |   |             |    |             |    |           |     |               |     |              |     |
| Diamond Star                 | 250   |       |                   |                  |   |             |    |             |    |           |     |               |     |              |     |



For more information go to [www.schoolnutrition.org](http://www.schoolnutrition.org)



# Award Deadlines

| Award  | Deadline    | Action                      | Submitted To                           |
|--|-------------|-----------------------------|--|
| Manager of the Year Award (In honor of Louise Sublette)                |             |                             | School Nutrition Association Office    |
|  | March 1     | Submit Nomination           |  |
|  | March 15    | State Winners Determined    | State Presidents to Regional Directors |
|  | April 5     | Regional Winners Determined | Regional Directors                     |
|  | May 1       | National Winner Determined  | Regional Directors to SNA              |
| Employee of the Year Award (previously the Heart of the Program Award) | March 1     | Submit Nomination           | School Nutrition Association Office    |
|  | March 15    | State Winners Determined    | State Presidents to Regional Directors |
|  | April 5     | Regional Winners Determined | SNA Regional Directors                 |
|  | May 1       | National Winner Determined  | Section Chairs to SNA                  |
| Director of the Year Award   | March 1     | Submit Nomination           | State Presidents                       |
|  | March 15    | State Winners Determined    | State Presidents to SNA                |
|  | April 5     | Regional Winners Determined | SNA Member Services Committee          |
|  | May 1       | National Winner Determined  | Member Services Committee to SNA       |
| Thelma Flannigan Gold Award (for State Presidents)                     | December 15 | Recognition Form            | Regional Directors                     |
|  | December 31 | Recognition Forms           | SNA                                    |
| President's Award of Excellence  | October 15  | State Plan of Action        | State to Regional Directors            |
|  | June 1      | Completed Application       | State Presidents to SNA                |

**Keep For Future Reference**



## School Nutrition Foundation Scholarships and Awards

| Scholarship   | Description   |
|---|---|
| ANC First Timer Scholarship   | Since 2003, SNF has awarded over \$150,000 in scholarships to assist SNA members attending ANC for the first time. These members have been able to take advantage of the valuable educational and professional development opportunities to advance their careers and grow the school nutrition profession. The multiple \$500 scholarships may be used to cover registration and travel expenses associated with attending ANC. Only SNA members from the employee or manager category are eligible for this scholarship and they must be nominated by their district director. The district director must be attending ANC as well. Funding for the ANC First Timer Scholarship is made possible by Winston Industries. |
| GED Jump Start Scholarship  | This scholarship helps SNA members advance to a higher certification level, further their child nutrition careers, and prepare for the opportunities in the higher education. Scholarship funds may be used to pay for GED classes, study materials and the test fee. Scholarship amount is \$200. SNF Professional Growth Scholarship -The School Nutrition Foundation's (SNF) Professional Growth Scholarship is funded by the School Nutrition Association (SNA) members through a designated fundraising event as well as through support from Kraft Foodservice. Scholarships of up to \$2,500 each are awarded.   |
| <b>A 4-in-1 application</b><br><br>1.SNF Professional Growth<br>2.Schwan's Food Service,<br>3.Winston/SNF Build Your Future<br>4. Nancy Curry Scholarship | <b>SNF Professional Growth Scholarship</b><br>The School Nutrition Foundation's (SNF) Professional Growth Scholarship is funded by the School Nutrition Association (SNA) members through a designated fundraising event as well as through support from Kraft Foodservice. Scholarships of up to \$2,500 each are awarded.   |
|   | <b>Schwan's Food Service</b> , Inc makes an annual donation of \$50,000 which provides funds to the School Nutrition Foundation's scholarship program. This scholarship enables us to "foster good nutrition in school lunch programs and to improve school foodservice management". Scholarships are open to SNA members. Scholarships of up to \$2,500 each are awarded.  |
|   | <b>Winston/SNF Build Your Future Scholarship</b> – Winston Industries donates funds annually to fund scholarships for school foodservice professionals nationwide. This scholarship is for active SNA members who wish to pursue a Vocational/Technological undergraduate or graduate degree. Individual scholarships are valued up to \$2,500 each.  |
|   | <b>Nancy Curry Scholarship</b><br>Funded by Handgards, Inc. and friends of Nancy, this scholarship is for SNA members employed in school foodservice. One scholarship of \$500 is awarded.  |
| Kathleen Stitt Award  | This award is presented to one graduate student or faculty member participating in the Child Nutrition Showcase at ANC. The award is used to help defray travel expenses incurred to attend ANC.  |
| Winston Equipment Award Grant   | The Winston Equipment Grant Program will provide free equipment to school districts who demonstrate a need based on the current state of existing equipment and its effect on the ability to meet current demand. The equipment award is designed to match equipment with need and help transform and grow a district's feeding program. The total number of pieces of equipment will be determined by Winston on an annual basis.  |

Scholarship amounts are meant as a guide, as actual scholarship award amounts are subject to change.

LINKS TO THE APPLICATION FORMS ARE AVAILABLE ON THE  
 SNF SECTION OF THE SNA WEBSITE [www.schoolnutrition.org/scholarships](http://www.schoolnutrition.org/scholarships)  
 For questions on the SNF scholarships and awards, email [scholarships@schoolnutrition.org](mailto:scholarships@schoolnutrition.org).