



CATHOLIC INDEPENDENT SCHOOLS OF KAMLOOPS DIOCESE

BUSINESS PROCEDURES STAFF GIFTS – 706

Rationale

To be consistent in acknowledging the dedicated service of employees in the schools of CISKD.

Policy

The following gifts/ gift certificate will be given, by the School Committee, to the employees of CISKD when they retire from their teaching, administrative or support staff positions. The type of gifts/ gift certificate will be selected by the Local School Committee in consultation with the employee and /or the employee's family members. The gift will be presented to the employee by the Chairperson of the Local School Committee, on behalf of CISKD

Years of Service	Gifts/ Gift Certificate Value
1 to 5	\$100.00
5+ to 10	\$200.00
10+ to 19	\$300.00
20 to 30	\$400.00
30+	\$500.00

Date Approved:
Date(s) Revised: June 2023