

## 2018 NYSNA Chapter Awards Program

**Mission:** *Promote Excellence in Child Nutrition*

**Vision:** **Recognized as a Voice of Child Nutrition in New York State Schools**

### Goal 1: Professionalism

1. Conduct a local, chapter planning meeting in the early Fall to set goals for the year (membership growth, training, certifications, credentialing, earning a chapter award).
2. Explain the NYSNA and SNA scholarship programs. Have a chapter member submit an application for an NYSNA or SNA scholarship.
3. Have one Chapter member sit for Credentialing Exam
4. Have two chapter members attend the annual NYSNA conference. Assist in paying the registration fees and more if possible.
5. Promote NYSNA awards by having at least one entry from your chapter for the following awards: Employee of the Year, in honor of Louise Sublette, Director of the Year, or Manager of the Year.
6. Promote SNA certification and have 2 people in your chapter become **SNA** certified.
7. Conduct a *Farm to School* activity in your Chapter.

### Goal 2: Membership

1. Participate in the SNA Back to School and Spring Membership Drive with a goal of increasing membership.
2. Invite a district with few or no members to attend a chapter event as guests.
3. Conduct a membership drive to increase NYSNA membership.
4. Work with your Area Director to partner with an inactive chapter to help the chapter become active again.
5. Send **two** chapter leaders to Leadership Conference held during the summer
6. Invite Area Director and/or Executive Committee Member to a meeting and/or workshop
7. Recognize new members with a letter of welcome, a welcome packet and a personal invitation to the 1<sup>st</sup> chapter meeting.
8. Recruit industry representatives to be chapter members. Create an Industry Chapter Membership form.

9. Submit a FOCUS article for the “We Are Making a Difference” section.
10. Post a Best Practice Idea, or two, to the NYSNA website.

### Goal 3: Legislative Endeavors

1. Have two chapter members attend the State Legislative Conference.
2. Invite your legislators to a chapter event.
3. Visit your legislator while he/she is at the home office near you.
4. Host a State Legislator visit in a school in your chapter.
5. Encourage industry, allied groups and other professional group members to attend NY LAC and SNA LAC
6. Have your chapter members (at least 3) do a “pre-legislative session” interview with one of their legislators in their HOME district sometime in Oct, Nov or Dec.
7. Send 3 to 5 letters to your legislator each year communicating any updates.

### Goal 4: Communications

1. Communicate information from NYSNA and SNA to your membership. ***Direct members to the website.***
2. Highlight your chapter or district in an issue of FOCUS with story and pictures (all pictures need captions).
3. Have one school in your chapter submit an article on a practice or program that they have used to increase revenue or decrease expenses in their district and the positive results that came out of the innovation.
4. Post Sanitation or other courses offered by your chapter or districts on the NYSNA Website.
5. Submit an article to or speak at a coalition member meeting (PTA, ASBO, School Boards-Local or state level) regarding Child Nutrition.
6. Invite local media to observe Summer Meals Program, National School Lunch Week or National School Breakfast Week in one of your schools or another event favorable to Child Nutrition

Our major goals this year are to increase state & national membership and national certification. These goals are reflected in the criteria for awards.

**The criteria are:**

**BRONZE AWARD** – A chapter must complete four (4) strategies, one (1) from each goal and increase National and State Membership by **two (2) members OR retain current level of membership, plus one (1) industry member.**

**SILVER AWARD** - A Chapter must complete eight (8) strategies, TWO (2) from each goal and increase National and State Membership by **three (3) members OR retain current level of membership, plus one (1) industry member.**

**GOLD AWARD** - A Chapter must complete twelve (12) strategies, THREE (3) from each goal and increase National and State Membership by **three (3) members OR retain current level of membership, plus one (1) industry member.**

**PRESIDENT'S GOLD PLUS AWARD** - A Chapter must complete twelve (12) strategies, THREE (3) from each goal, and increase National **and** State Membership by **three (3) members OR retain current level of membership, plus one (1) industry member.**

**PLUS** promote NYSNA awards by having at least one entry from your chapter for one the following awards: Employee of the Year, in honor of Louise Sublette; Director of the Year; or Manager of the Year.

In addition, at least one (1) Chapter member must sit for the SNS Credentialing Exam, OR, 2 chapter members must become SNA certified, OR increase their level of certification.

**Area Directors:**

Central – Donna Riviello, (315) 902-3060 (w)  
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Southeast – Dawn Boyes, SNS (845) 295-4154 (w)  
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NYC – VACANT

Northeast – Dave Gravlin, (315) 265-2000 x472 (w)  
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Western – Sue Bell\*, (716) 751-9341 x139 (w)  
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*\*Area Director Chairperson*

If you have any questions you may contact:

President – Sandy Cocca, SNS, (716) 250-1446  
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Area Directors (see list)

Jennifer Martin at Headquarters  
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## CHAPTER AWARDS

### **EACH STRATEGY THAT IS ACHIEVED MUST BE DOCUMENTED**

- Step 1.** Choose the strategies that you will accomplish within each goal.
- Step 2.** Notify your Area Director that you will be doing the award program for your Chapter. (The Area Director will be your liaison, your resource, and your cheerleader.) *If you have no Area Director, HQ will be happy to assist you.*
- Step 3.** Complete each strategy. (Be sure to take pictures and keep any written material that can be used as documentation.)
- Step 4.** Make a cover sheet for each goal. The goal must be written or typed in full.
- Step 5.** Attach the documentation for each strategy to the goal coversheet. **Be sure to label each paper with the goal number and strategy number.**
- Step 6.** Check to be sure that you have included all of the strategies from each goal that you need for the award that you want.
- Step 7.** Put all of the material in a booklet or folder and send to your Area Director.

Documentation that must accompany all of your strategies may include:

Agendas, printed programs, advertising flyers, newspaper articles, receipts, copies of letters sent or received, etc. (Pictures may also be included but may not be used as the complete documentation.)

**DUE DATE:**

**AUGUST 24, 2018**

**SEND TO:**

**YOUR AREA DIRECTOR**

### **CHECK THE EXECUTIVE ROSTER FOR YOUR AREA DIRECTOR'S ADDRESS**

Each *FOCUS* contains the addresses of Area Directors

We encourage all of you to come to the Awards Ceremony at the State Conference in Verona, to be recognized by all in attendance and to receive your plaque. This is an honor and tribute to your hard work, and we want to personally shake your hand and say "Good Job and Thank You".

**Area Directors** – Please be sure to take notes on each chapter's accomplishments enumerating (3) three accomplishments of each chapter award winner so you can give HQ summary for a power point presentation at conference **and** report on the awards at the award ceremony. Be sure to submit to Jennifer at HQ by September 1, 2018, to tell her who won awards and send the submissions to HQ.