



The Special Education Community Advisory Committee
presents a

“How To Guide”

**The Exceptional Student
Award**

Award Criteria and Purpose

The Special Education Community Advisory Committee recognizes exceptional students for outstanding contributions in creating inclusive school communities. We honor their dedication to authentically advocate for peers with disabilities. We celebrate their ability to break down barriers and lead with courage. We commend them for the dynamic and diverse foundation they are building for a more compassionate world. We encourage all to embrace the possibilities of their potential and continue to soar with brilliance.

Award Description

The Special Education Community Advisory Committee gives annual honorary awards to high school students who have made outstanding contributions in creating inclusive school communities.

The award process is organized/directed by the CAC and the site Special Education Parent Rep.

With the guidance of:

- Site Special Education Administrators
- Special Education Department Chairs
- Support of the PTSA
- Nominations from all site faculty

Honors

- **12th grade students who authentically advocate for social inclusion and seek to bridge the gap between Special and General Education will be selected to receive this award**
- **These students and their parents will be invited to attend a Community Advisory Committee meeting where they will be honored and have the opportunity to share their contributions**
- **The honorees will be listed on the CAC and PTSA websites**
- **The presentation of award certificates will be held at each school's Senior Awards Night**

CAC Exceptional Student Award

To Do Checklist

- Connect with your Special Education Department Chair to discuss & ask for their support in selecting students**
- Copy CAC President and ESA Committee Chair on email exchanges**
- Introduce the award at PTSA meeting and continue to keep Site Admin & PTSA President in the loop**
- Request PTSA funds in advance for student certificates & document covers**
- Connect with the CUSD staff member in charge of Senior Awards Night at your school to confirm presentation and get information on dates, program deadlines for names, etc.**
- Confirm student award recipients by first of March, notify their families about the award, invite them to the CAC meeting where their students will be honored**
- Request a brief bio from each student with permission to publish on PTSA and CAC web pages**
- Prepare to introduce students at the CAC meeting – or give info to CAC President**
- Create award certificates and get signatures from SPED Dept Chair and school principal by mid April**
- Present awards on Senior Awards Night or request a CAC Board Member to help**



Exceptional Student Award

The Community Advisory Committee

for the Capistrano Unified School District Special Education Local Plan Area and

San Juan Hills High School

wish to honor

One Amazing Kid

We recognize *One Amazing Kid* for outstanding contributions in creating an inclusive school community. We honor the dedication to authentically advocate for peers with disabilities. We celebrate the ability to break down barriers and lead with courage.

We commend the dynamic and diverse foundation being created for a more compassionate world.

We encourage *One Special Kid* to embrace the possibilities and continue to soar with brilliance.

Certificates and Folders

Costs and Options

1. Cardstock or Parchment Paper

- Use *best quality paper* to print certificates
- Print doubles for back up
- Have everyone sign 2 (doubles) for each student by April 15th
- 50 pack at Staples - \$14.00 for 50
- Check option to purchase individual sheets of paper at store

2. Color Laser Jet Printing

- Template for certificates is here and in ESA Folder ESA Certificate Template
- Staples/Office Max suggested for best ink quality
- Printing at Office Max will be about \$2.00 per certificate

3. Green Certificate Folders/holders

- Color for folders = Green
- \$16.00 for 6 at Staples
- Walmart Green Certificate Folders

4. Remember to ask your PTSA Board *in the fall* for funds to cover these costs:)

For more information about bringing this award program
to your High School, please contact:

The Special Education Community Advisory Committee

capocac@gmail.com

*Also look for our introduction slide show on the CAC
web page.*

Thank You!

Presented by Ann Carroll, Parent Volunteer
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