

The 2017 Employee Longevity Mementos



A Service Memento Distribution Project of Clayton County Public Schools

May 15-16, 2017

Performing Arts Center

2530 Mt. Zion Parkway
Jonesboro, GA
30236

Presented by the C.C.P.S. Human Resources Department

*'Honoring our employees for their dedicated service to the students of
Clayton County Public Schools!'*

** Mementos for employees at career benchmarks 5, 10, and 15 will be delivered to school sites and department offices by school bookkeepers and office payroll administrators. – No onsite distribution for employees with 5, 10, and 15 years of service.

DISTRIBUTION DATES

Monday, May 15, 2017

Employees at career benchmarks 20, 25, 30+
(Please bring identification to retrieve item)

Makeup Day

Tuesday, May 16, 2017

Employees at career benchmarks 20, 25, 30+
(Please bring identification to retrieve item)

LOCATION & TIME

Report to the Performing Arts Center for pickup
2530 Mt. Zion Pkwy Jonesboro, GA 30236
3:30 pm -5:30 pm

3:30 pm -5:30 pm

Performing Arts Center for pickup
2530 Mt. Zion Pkwy Jonesboro, GA 30236

Criteria

- The Longevity Mementos incentive is solely for active, full-time employees at career benchmarks 5, 10, 15, 20, 25, and 30+. As a courteous gesture, active, full-time employees with less than 5 years of service to CCPS will receive a certificate.
- As stated in the 2016-2017 incentive parameters, mementos will be distributed to all active, full-time employees on or having passed their most recent 5 year career benchmark. Ex.) An employee who joined the district in 2008 would have accumulated 9 years of service to CCPS; therefore, the employee would receive the 5 yr. career benchmark memento award. Next year, the employee would receive their 10 yr. benchmark memento.
- Service years are calculated based on an employee's years of 'most recent continual service'. Ex) An employee is hired in 2008 and separates from the District in 2010. In 2015 the employee is re-hired by CCPS. For the purpose of the Longevity Mementos, the employees' years of 'most recent continual service' is 2 years. The service years used to determine your career benchmarks for this purpose is not commensurate with employee benefits or total years of experience/service.

We trust that any questions can be answered by thoroughly reviewing the criteria above; however, please contact the Human Resources Department with questions regarding the Longevity Memento Distribution Project.

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“Years of Service” Chart

Memento Award	Qualifying Factor	Years of Service Range
Certificate of Acknowledgement	Hired 2013-Present	0-4 yrs. most recent continual service
5 yr. memento	Hired 2008-2012	5-9 yrs. most recent continual service
10 yr. memento	Hired 2003-2007	10-14 yrs. most recent continual service
15 yr. memento	Hired 1998-2002	15-19 yrs. most recent continual service
20 yr. memento	Hired 1993-1997	20-24 yrs. most recent continual service
25 yr. memento	Hired 1988-1992	25-29 yrs. most recent continual service
30+ yr. memento	Hired on or before 1987	30+ yrs. most recent continual service