

**SCHOOL DISTRICT OF MANAWA  
AD-HOC RECOGNITION COMMITTEE MEETING  
AGENDA**

**Date: 5/18/23                      Time: 3:30 p.m.                      MES Board Room      800 Beech St., Manawa**

**Board Committee Members: S. Riske  
Committee Members: Carmen O'Brien, Tracy Konkol, Melissa Lobianco, Meria Wright**

**In Attendance:**

**Timer:** \_\_\_\_\_                      **Recorder:** \_\_\_\_\_

1. Review Nominees for the Friends of Education Award
2. Heart of Gold received back from Kempf Family
3. Arrange Ordering of Gifts, Plaques, & Pins
4. Remind Principals to Complete List of Accomplishments for the Program
5. Plan Food and Beverage
6. Design and Send Invites
7. Design and Draft Program
8. Set Date for Letters to Dignitaries and Press Release
9. Program Script - Melanie as Author with Board of Education President as Emcee
10. Set Next Meeting Date: \_\_\_\_\_
11. Next Meeting Items:
  - a.
  - b.
12. Adjourn