

S E P T E M B E R 2 0 1 0

# News U Trust

Never fear...the Germinator IS here!



**CUSTODIAN  
APPRECIATION  
DAY**

The Employee Appreciation Program has officially kicked off for the 2010-11 year! We hope that you had a successful Bus Driver Appreciation Day.

Custodian Appreciation Day is October 14, and there are some great ideas to be planned for your school! This year, Custodian Appreciation Day is centered around a wrestling theme. We are calling our custodians

Germinators because they tap out germs, knock out odors and smack down dirt daily.

The custodian packets are now available on-line- use them and make the celebration ideas fit the needs of your school and school system.

Remember, that there are timelines and agendas available for the A-Team and school

coordinator to help plan the appreciation day at [www.tnuct.com](http://www.tnuct.com). Join schools all over the state in showing appreciation to our custodians.

After the special day has happened, don't forget to send Utrust stories, photos and videos. Your school has the chance to win an award based on your participation in the EAP.

## **BUS DRIVER APPRECIATION DAY STORIES WANTED!**

We hope that your Bus Driver Appreciation Day was a total success! We hope that your celebrations surrounding the S.W.A.T. Team theme went well, and we want to hear about it! Remember that there are cash prizes available for the school and awards for the school district with the best celebration of the Utrust Employee Appreciation Program. Send us your photos, stories and videos of appreciation day celebrations and let us know what your school did to recognize bus drivers!



# resource central

Utrust has made being a school coordinator that much easier... we have created "Resource Central", a place where you can go to find the help you need for the Utrust Employee Appreciation Program.

Resource Central is located right on our website at [www.tnuct.com](http://www.tnuct.com). Click on the icon and you find School Coordinator Headquarters.

At Resource Central, school coordinators can find the guides that we have created that outline the roles and responsibilities of each A-Team leader along with the appreciation day packets that we have created for the elementary, middle and high schools.

You can also find timelines and agendas to help in planning and conducting A-Team meetings.

Please pay close attention to our suggestions for using the A-Team. We are finding that students are relishing the opportunities that they have for leadership as members of the A-Team. Using A-Teams has added a fun and exciting dimension to appreciation days. They welcome the challenge to think creatively and carry out activities in a fun way.

As you use the information and ideas found in Resource Central, share your ideas with us and let us know if you have questions or need additional assistance, please contact Utrust at (615) 452-7761 or email [akellogg@tnuct.com](mailto:akellogg@tnuct.com).



## GUIDES



## APPRECIATION PACKETS

## TIMELINE FOR A-TEAM

Use this timeline to help you stay on track and keep up with what needs to be done. Check off items as they are completed. Separate tabs are linked on the computers along with all the other appreciation day (September 19th).

Activity	Task Leader	Start Date	Finish Date	✓
Task Work, Tasks		9-19-10	9-19-10	
SWAT Team		9-19-10	9-19-10	
Logistical Task Force		9-19-10	9-19-10	
Operation Task Force		9-19-10	9-19-10	

## TIMELINES

## A-TEAM AGENDA

SWAT TEAM

Safe, Wholesome and Trustworthy



SWAT TEAM APPRECIATION DAY

- 2:40 p.m. Introduction
- 2:43 p.m. Divide into assigned groups
- 2:45 p.m. Discussion of Celebration Activities
- 3:00 p.m. Determine timeline for completion of tasks
- 3:05 p.m. Set Next Meeting Date
- 3:10 p.m. Adjourn

## AGENDAS

# RESOURCE CENTRAL



School Coordinator  
Headquarters

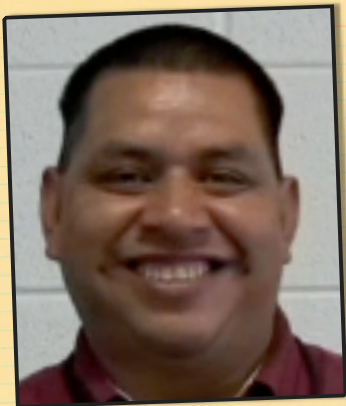
# WRITING COMPETITION DEADLINE

The Writing Competition Deadline is quickly approaching! Stories must be submitted to Utrust by October 31, 2010 at 12 pm CST. Submit your story of appreciation today. You could win \$1000 or one of 12 other cash awards that Utrust will be giving to the authors of the top stories. Your story could even be turned into a video and added to the Utrust Video Library.



The writing prompt is simple: write a story about a school employee who has made a difference in your life. Your stories should reflect appreciation for the individual who has made a difference and should inspire other school employees to make a difference in the lives of other students. We encourage each writer to provide a copy of the story to the person about whom the story is written. They deserve to be honored and recognized for their efforts in changing lives!

This competition is not just for students; anyone can send in a story. We want to hear stories of appreciation about teachers, principals, superintendents, food service, secretaries, bus drivers, etc. Don't wait another day to say "thanks" to a person who has made a difference in your life.



Maury City Elementary's  
"Germinator"  
Mr. Zerafin Guardian  
Crockett County Schools

## Champion Germinator Mr. Z

In honor of Custodian Appreciation Day, Utrust has created a video honoring an exemplary elementary school custodian. Mr. Zerafin Guardian, better known as Mr. Z, works as the only full-time custodian at Maury City Elementary School in Crockett County. Mr. Z not only cleans the entire school (and the floors are sparkling!), but he can also fix the computers, help translate because he is bilingual, and the list of talents goes on and on. "You won't find a better custodian ANYWHERE!" Melissa Glenn, Principal at Maury City Elementary said.

The video features teachers, students and of course, the Germinator, Mr. Z. This video can soon be found in our Utrust video library and on our Facebook page. The video was designed to show appreciation to Mr. Z and highlight what a custodian does to make his school a better place for students to learn.

Each school has a Germinator who is responsible for keeping their school safe and free from dirt, grime, and germs. You and your students can have lots of fun with this theme as you say "thank you" to your school's Germinator on Custodian Appreciation Day.



# STUDENT LEADERSHIP DEVELOPMENT EMPHASIS WELL RECEIVED

The Utrust Employee Appreciation Program has added a strong emphasis on student leadership development this year. "The program's primary purpose continues to be to recognize and express appreciation to school employees, but it now seeks to do that through student leadership" according to Dan Tollett, Trust Administrator. "The success of the program now depends on a student A-Team to provide leadership for the program. We have shifted the responsibilities for leadership from the principal to the A-Team where it should have been all along," he continued.



The Utrust model calls for the A-Team to be advised by a school coordinator who has the key role for the program in each school. "We depend heavily on the school coordinator to help the students organize and carry out appreciation day functions," Tollett said. "Our guides are filled with activities the school coordinator can use to develop student leadership in the celebration of each appreciation day."



The Utrust model calls for student reporters and photographers, under the guidance of a

Media Coordinator to assume responsibility for any activities that involve the media, including writing stories and taking photos and videos of celebration activities. The assistant coordinator works with three or four of the A-Team members to plan and carry out a few of the activities on the Utrust Appreciation Day Guide.

"I am a volunteer school coordinator for the school my children attend," said Kristi Coleman, Utrust Director of Finance and Administration. "I can tell you for certain that having an assistant school coordinator and a media adviser makes a major difference in working with the A-Team. They each take a part of the A-Team and help them carry out selected assignments. We follow the Utrust model and it works great" she added.



In this issue, you will find more about the resources available to you through the Utrust website. We appreciate what you are doing to make this program successful and we welcome your suggestions for improvement.



UTRUST IS  
NOW ON  
FACEBOOK.

VISIT OUR PAGE AND RECEIVE UPDATES ABOUT EVENTS  
AND THE UTRUST EMPLOYEE APPRECIATION PROGRAM.

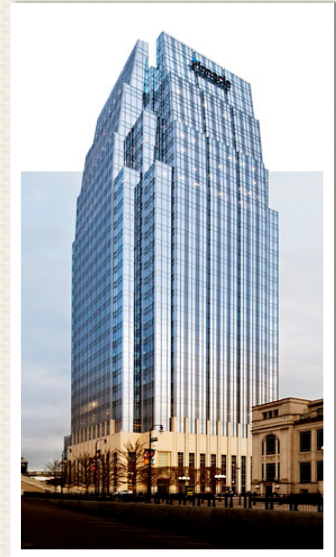
CLICK [HERE](#) TO BECOME A FAN.

# 11TH annual membership appreciation dinner

Be our guest for a night of entertainment, fun and great food! The 11th Annual Utrust Membership Appreciation Dinner will be held at the Pinnacle at Symphony Place on November 14th at 7:00 p.m. in downtown Nashville. Complete your registration form today, as seating is on a first come, first serve basis.

Several awards will be given to members who had outstanding Employee Appreciation Programs last year. Members of your staff who deal with the Employee Appreciation Program and unemployment claims are also welcome. We also hope that your board members, even those who will not be attending the TSBA convention, will attend the Utrust dinner. Because Utrust buys dinner for each person who registers, we ask that you guarantee the accuracy of your registration by agreeing to pay for anyone who you register but does not attend.

It will be a great night! Complete your registration form and send it in soon to guarantee your seat at the dinner. You can mail, [e-mail](#) or fill it out [on-line](#).



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