



Presentation of awards

The school and the sponsoring club work together to:

- Make arrangements for presenting awards. This may vary from school to school, or organization to organization. Some schools may choose to recognize students at a special school assembly, during the lunch hour, during class, or some schools may choose one or more of these options. (Review the guidebook section about planning the recognition party for more information.)
- Recruit local businesses to assist with BUG recognition. The school/organization should share ideas about which business partners are of interest. Fast food restaurants, grocery stores, and retailers often are interested in supporting character development programs and may provide coupons in return for advertising.
- Post the business sponsor's name on the BUG bulletin board, mention them in news releases, and promote them in school publications and yearbooks. Providing this type of advertising ensures the business partner will continue supporting the program.
- Write congratulatory letters to the parents of the BUG recipient and invite them to the recognition event. (A copy of this letter is included on the resource CD.) The sponsoring club may choose to host a program at the end of the school day providing punch and cookies, while others arrange a pizza party during the school lunch hour. If parents are unable to attend during a lunch hour session, recognition items should be sent home to keep parents informed.
- Each BUG recipient is presented with a personalized certificate, button, business sponsor coupon, and other gift. Recipients are photographed separately and as a group. Photos are placed on the BUG school bulletin board, sent to the business sponsor, and used to send with news releases to local news media.
- Certificates, lapel pins, static cling car window stickers, and other recognition items are provided in the BUG starter kit. If the BUG program is sponsored by a large school or more than one school, additional recognition items are available from the Kiwanis Family Store.

Planning an awards program

Recognition in the classroom

BUG recipients participate in a special activity (The teacher can identify the fun activity at the beginning of the year in an attempt to motivate student participation.)

BUG recipients share brain warm-up activities, which promote learning readiness. (Visit the BUG Web site to view and print these types of activities.)

Display the BUG Honor Roll in the classroom. Students should be informed that the goal is to see everyone listed on the BUG Honor Roll each grading period.

Recognition at a school assembly

- When making the BUG recognition, a short presentation should be made explaining the program and what BUG (Bring Up Grades) represents.
- Students should be seated in the order their names will be announced. Students should step forward to accept their certificates at the school assembly. If there is enough time, a button may also be presented to each student.
- Parents should be invited to this presentation.
- Take photos of each BUG recipient and then take a group photo.

Recognition at a special party

Lunch party

Make arrangements to seat BUG recipients in one section of the lunchroom. Volunteers then serve BUGs a special lunch. The type of food served is up to the volunteers. Pizza is a big hit with kids. Be sure to check with the school cafeteria staff to approve any plans volunteers have to provide lunch. The lunch celebration usually is held in combination with another celebration, like recognition at a school assembly. As a result, students are recognized and receive awards at the assembly, and also receive special acknowledgement at lunchtime. The lunch celebration is created specifically for students; parents may not be able to attend a function at this time of the day.

Take photos of the group eating lunch.

Mid-day or end of the day party

- Invite parents to attend this event.
- Serve punch, cookies, cake, ice cream, and other snacks.
- Present students with BUG certificates, lapel pins, and special gifts.
- Take a group photo and photos of each BUG recipient.

Other forms of recognition

One school in Arlington, Virginia, brought in sports figures, politicians, and musicians to congratulate students who brought up their grades.

One school district in Louisiana developed a BUG honor roll banquet and invited BUG recipients and their families to a special dinner hosted by the sponsoring club and the program's business sponsor.