

## **Bangor School District Cardinal Hall of Distinction Guidelines**

### **Article I**

The name of this organization shall be the Cardinal Hall of Distinction, a program under the jurisdiction of the Bangor School District in association with the Bangor Historical Society and Bangor Scholarship Foundation.

### **Article II: Mission Statement**

The Cardinal Hall of Distinction has been organized as a way of maintaining the rich heritage and tradition of the successful academic programs and educators of the Bangor School District, achievements of alumni from the Bangor School District, and contributions of community members. In addition it will serve as a means of recognizing, preserving and honoring the alumni, educators, and individuals who have made significant contributions to the importance of life-long learners and those who made the most of every opportunity. The Cardinal Hall of Distinction acknowledges the contributions and accomplishments of the individuals who are worthy of recognition and are examples for others to emulate.

### **Article III: Cardinal Hall of Distinction Selection Committee**

The Cardinal Hall of Distinction will be governed by the Cardinal Hall of Distinction Selection Committee. The eight-person committee should include: Up to Two Administrators; One School Board Member; Scholarship Foundation President; One Current or Retired Faculty Member; and Three Community Members. An additional person will serve as Committee Chairperson (non-voting). Consensus would be needed for all decisions regarding policy and procedure changes. A quorum shall consist of five (5) voting members. The current Selection Committee Members are:

Dave Borkopp-Administrator

Don Addington-Administrator

Aimee Zucco-Bangor Faculty Member

Kathryn Schmidt-Scholarship Foundation President

Julie Meyers-School Board Member

Ruth Elsen-Bangor Historical Society Member

Mary Schmidt-Cardinal Hall of Distinction Committee Member & Treasurer

Josh Chaplin-Cardinal Hall of Distinction Chairperson

Paul Wuensch-Cardinal Hall of Distinction Committee Member

### **Article IV: Criteria for Nomination**

Individuals and teams may be nominated from three categories. A nominee must receive a minimum vote of 75% from the members of the Cardinal Hall of Distinction Committee. Honors may be posthumously bestowed.

## Categories for Selection

### **Distinguished Alumni: An Individual Who Has Distinguished Him/Herself as an Alumni of the Bangor School District.**

1. The Nominee Must Be 10 Academic Years Removed From High School Graduation from the Bangor School District
2. Accomplishments Toward Profession, Community, as Evidence By:
  - A. Post-Secondary Education/Military Achievements
  - B. Professional Local, State, National, or International Awards
  - C. Professional Accomplishments
  - D. Community Service
  - E. Top 10% of Graduating Class
  - F. Any Other Relevant Information Will Be Considered By the Selection

Committee

3. Citizenship Honors/Significant Contributions to Society

### **Educator/Staff: A Individual Who Has Distinguished Him/Herself as a Faculty Member/Educator While With The Bangor School District**

1. The Nominee Must Have Minimum 15 Years Service to the Bangor School District
2. Staff Members must be two (2) years removed from service to the Bangor School District to Qualify for the Cardinal Hall of Distinction
  - A. Early Admission to the Selection Process Must Receive a Unanimous Vote
3. Education Performance, Leadership, Accomplishments, and/or Significant Contributions to the Bangor School District/Community as Demonstrated By:
  - A. Local, State, National, or International Awards
  - B. Local, State, National, or International Recognition for

Activities/Contributions

- C. Service through Local, State, or National Organizations
- D. Service to students in the Bangor School District/Community
- E. Any Other Relevant Information Will Be Considered By the Selection

Committee

### **Contributor: Individual(s) Who Has Made Outstanding Contributions to the Bangor School District Other Than Being a Distinguished Alumni or Faculty/Educator**

1. Individual Community Members Are Eligible in the Contributor Category
2. Contributions to the Bangor School District as Demonstrated By:
  - A. Years of Contribution to the Bangor Community
  - B. Individual Contributions to Academics or Athletics
  - C. Other Relevant Information Will Be Considered By the Selection Committee

## **Article V: Procedures for Nomination**

In order to maintain the integrity of the Cardinal Hall of Distinction, the previous criteria have been established for nominations. Nominees must exemplify the highest standards of leadership, ethical conduct, and character. All candidates will be judged on their significant and/or long-term contributions toward the Bangor School District.

## **Nomination Procedures**

1. Nominees May Be Nominated By:
  - A. The Selection Committee
  - B. Current Faculty, Administration, or Staff
  - C. Alumni or Community Members
  - D. No Individual May Self-Nominate
2. Nomination Form
  - A. All entries must be submitted on the Bangor School District Cardinal Hall of Distinction nomination form. Nominations forms must be filled out accurately and completely for consideration.
  - B. Forms Shall Be Available for Download on the Bangor School Website and in the Elementary and High School Offices.
  - C. The nomination form shall be completed and submitted to the Committee Chairperson or Selection Committee Members by July 31<sup>st</sup> for the candidate to be considered for induction during that year. All nominations received must contain active and current address and contact information for the nominee (or family if being posthumously nominated).
  - D. In addition to the official nomination form, the following material should be submitted for the four categories of consideration:
    - a. A letter of recommendation from the person making the nomination and/or letters of support from appropriate individuals who can validate or substantiate information related to the high school career or contributions of the nominee.
    - b. Other supporting materials such as copies of: Newspaper Articles; Certificates; Historical Records; Letters; Film Footage; etc.

## **ARTICLE VI: Procedures for Selection & Induction Class**

### **Selection Procedures**

The Bangor School District Cardinal Hall of Distinction Selection Committee will meet annually to select candidates based on the criteria. The Committee may authorize induction to a person/team who falls outside the defined criteria when justified by special circumstances as deemed appropriate by the Committee.

The duties and responsibilities of the Cardinal Hall of Distinction Selection Committee shall be as follows:

1. Attend scheduled selection meetings.
2. Annually evaluate the nominations of individuals submitted who fulfill the requirements for considerations.
3. Approve only those individuals who had significant and/or long-term contributions to accomplishments Bangor School District.
4. Evaluate and update the policies and operational procedures of the Bangor School District Cardinal Hall of Distinction on an annual basis.
5. Validate and approve all worthy candidates for induction.
6. Keep all actions of the Selection Committee confidential.

The voting procedures of the Cardinal Hall of Distinction Selection Committee shall be as follows:

1. The Committee shall review candidates based on information available at the time of the February meeting.
2. After open discussion about each nominee, a vote will be conducted for the purpose of choosing inductees.
3. If a committee member is nominated, they will abstain for that individual vote, and the Committee Chairperson will vote in place of that Committee member.
4. If there are more nominees, receiving 75% of the Selection Committee vote, than the allowed induction class size, committee members shall rank candidates in order of desired induction preference with their top choice receiving the first number. The nominees with the most points will comprise the induction class.
5. The annual voting of the Selection Committee will be confidential
6. Inductees will be announced at a pre-determined time following the final selection process and after the individuals have been contacted and indicated that they will be present or represented at the induction ceremony.

#### **Induction Class**

1. No more than three individuals may be inducted annually with the exception of the first two years, where the maximum per year will be five.
2. There is no limit to the number of times a person may be considered for the Cardinal Hall of Distinction.

#### **Article VII: Announcement & Induction Ceremony**

The announcement of those selected for induction into the Cardinal Hall of Distinction shall be made a week prior to the induction ceremony. The Cardinal Hall of Distinction Induction Ceremony shall be held in conjunction with the Bangor Homecoming Week. Special care will be taken to ensure that the presentation of one individual award does not overshadow that of another. Current Cardinal Hall of Distinction members and their families shall be invited and attending members will be acknowledged at the recognition ceremony. Inductees must attend their induction unless the committee has waived their presence and a proxy has been appointed to receive their award. Appropriate awards will be given to the inductees and the plaques describing their achievements will be displayed at the high school.

Click [here](#) for nomination form.