

MILTON-UNION EXEMPTED VILLAGE SCHOOLS  
West Milton, Ohio

**HALL OF HONOR  
BY LAWS**

**SECTION I**      **NAME**

This organization shall be known as the **MILTON-UNION SCHOOLS' HALL OF HONOR.**

**SECTION II**      **PURPOSE**

The purpose will be to recognize and honor those persons living or deceased, who, through their performance and achievements, reflect credit on the Milton-Union Schools so that present-day students may find identity with the past and establish goals for the future.

**SECTION III**      **CRITERIA FOR SELECTION OF FORMER MILTON-UNION STUDENTS**

Unless there are unusual circumstances, an honoree shall be a graduate of Milton-Union High School. Graduates who attended schools which subsequently became part of the Milton-Union School District may also be considered for induction.

A period of ten (10) years must have elapsed between graduation and eligibility for induction into the Milton-Union Schools' Hall of Honor. Recipients shall be selected based on any or all of the following criteria:

1. Significant achievement while a student in the Milton-Union School District
2. Outstanding achievement in vocational pursuits
3. Outstanding contributions in community and/or governmental affairs
4. Meritorious recognition for some action taken or provided
5. Significant philanthropic involvement
6. Other criteria which may be brought before the Committee internally or externally

Enrollees in the Hall of Honor may be removed from the Hall for actions contrary to the criteria outlined in Section III of this document by a unanimous vote of the whole Hall of Honor Committee.

**SECTION IV**            **CRITERIA FOR SELECTION OF FORMER SCHOOL STAFF  
OR OTHER CITIZENS**

Recipients shall be selected based on the criteria outlined in Section III (nos. 2-6) and who qualify in one or more of the following categories:

1. Former school staff who have been an extraordinary example to others and/or who have provided extraordinary service to the Milton-Union School District ( a period of five (5) years is suggested to have elapsed since association with Milton-Union Schools to be eligible for induction in the Hall of Honor).
2. Community members who have provided extraordinary service to the Milton-Union School District.
3. Committee members are ineligible for selection during their term of service.

Enrollees in the Hall of Honor may be removed from the Hall for actions contrary to the criteria outlined in Section III of this document by a unanimous vote of the whole Hall of Honor Committee.

**SECTION V**            **THE HALL OF HONOR COMMITTEE**

The Hall of Honor Committee shall be composed of nine (9) members:

1. Present superintendent or designee
2. Board of Education president or designee
3. Alumni Board member
4. Six (6) community representatives  
(community representatives may be recommended by the M-U Alumni Association and/or the Hall of Honor Committee with final determination made by the Hall Of Honor Committee)

Whenever a vacancy occurs, the Hall of Honor Committee shall recommend a person to fill that vacancy. The Committee shall be established by the superintendent in September of each year. Community members will serve a four year term. The first committee will consist of two members for four years, two members for three years, and two members for two years. Community members may serve two consecutive terms. These terms shall be staggered to allow for continuity and end on June 30 of each year.

**SECTION VI      NOMINATION OF CANDIDATES**

Each year, the public will be given proper notice that nominations for the Hall of Honor are being accepted. The initial induction will be up to eight (8) inductees. After the initial induction, the number of selections each year shall be a maximum of four (4) as determined by majority agreement of the Hall of Honor Committee. The committee is not required to select anyone in a given year.

Nominations of persons not selected will be kept for a period of three years. Additional supporting evidence may be presented. After three years, a person must be resubmitted.

1. Nomination Forms shall be submitted no later than January 5 of each year in order for a Nominee to be eligible for selection into the next Hall of Honor Class. The Superintendent will submit Nominees to the committee after January 5.
2. Nominations should be submitted, in writing, to the Hall of Honor Committee, c/o Superintendent's Office at 7610 Milton Potsdam Rd., West Milton, Ohio, 45383.
3. Nomination forms can be obtained at the Superintendent's Office or on the Milton-Union website at [www.muschools.com](http://www.muschools.com)

**SECTION VII      RESPONSIBILITY OF THE HALL OF HONOR COMMITTEE**

It shall be the responsibility of the Hall of Honor Committee to meet as often as is necessary to screen potential nominees and determine the final selections.

The process shall be:

1. The Superintendent shall acknowledge receipt of each Nomination Form by sending a letter to the person presenting the nomination.
2. Nominees whose credentials do not meet the selection criteria of the Hall of Honor are not considered eligible. Their nominator shall be contacted and informed accordingly.
3. There shall be a screening meeting before the final selection for each year's Hall of Honor. The purpose of the meeting shall be to discuss and clarify selection issues, procedures, as well as the credentials of the nominees.

4. There shall be a pre-vote taken at the screening meeting to determine the top candidates.
5. After validation of the final candidates' credentials, the Hall of Honor Committee shall vote to determine the enshrinees, as defined in Section VI hereof.
6. For a nominee to be selected to the Hall of Honor, he or she must receive a majority vote of the committee as a whole (i.e., if nine (9) members on the Hall of Honor Committee, any nominee would need at least five (5) votes to be selected). For voting there must be a quorum (5). Committee members must be present to vote.

**SECTION VIII INDUCTION RESPONSIBILITIES**

It shall be the responsibility of the Hall of Honor Committee to:

1. Plan the induction program in conjunction with the Alumni Association.
2. The date of the program shall coincide with the Alumni Banquet.
3. Notify and invite the inductees and their nominators. The committee will provide complimentary banquet tickets for the inductee and one (1) guest.
4. Determine type of awards to be given and suitable location for display.
5. Carry out those other activities deemed necessary to promote and fund the Milton-Union Schools' Hall of Honor.

**SECTION IX PROVISION FOR AMENDMENT**

Amendments to any of these Sections shall be by two-thirds (2/3) vote of the Hall of Honor Committee.

**MILTON-UNION HALL OF HONOR**

**Nomination Form\***

(must be received by January 5)

Submit to: Superintendent, Milton-Union Schools  
7610 Milton Potsdam Rd.  
West Milton, OH 45383

Date: \_\_\_\_\_

Nominee: \_\_\_\_\_

(include maiden name if applicable)

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

If deceased, nearest relative:

\_\_\_\_\_

Year of Graduation: \_\_\_\_\_

Email: \_\_\_\_\_

Spouse: \_\_\_\_\_

Nominator: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

**Eligibility Criteria:**

(please circle the appropriate association)

- \* Graduate – Minimum 10 years since graduation
- \* Former Employee – Minimum five (5) years since association with Milton-Union Schools
- \* Community members who have provided extraordinary service to the Milton-Union School District.

**Qualifications for the Hall of Honor:** (for a list of qualifications see Hall of Honor Bylaws Section III and IV at [www.muschools.com](http://www.muschools.com))

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(additional documentation may be attached)

References: 1. \_\_\_\_\_ Phone: \_\_\_\_\_

2. \_\_\_\_\_ Phone: \_\_\_\_\_

\*If you wish to nominate someone for their athletic accomplishments, please contact the Athletic Department for information about the Athletic Hall of Fame.

*You can submit this form to superintendent by clicking the submit button below (if using Internet Explorer) or attaching as to an email [ritcheyb@muschools.com](mailto:ritcheyb@muschools.com).*