

4-28-18 Update



# WALL OF HONOR

## Solon Springs School & Community Wall of Honor Program Packet

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SOLON SPRINGS WALL OF HONOR

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***Wall of Honor Overview:***

*Purpose* - The Wall of Honor at Solon Spring School District was formed for the purpose of providing our current students and community with a vision of the outstanding legacies of the Solon School District and Community. It is hoped that these Wall of Honor nominees will provide role models for our students and community.

*Nominations* - Anyone wishing to nominate Alumni, Employees, Citizens, Military, Entrepreneur, Groups/Organizations may do so by picking up a Wall of Honor nomination form from the school office or from the web site starting from June 1st - December 15<sup>th</sup>.

Completed nomination forms can be dropped off at the school or mailed to:

Wall of Honor Selection Committee  
Solon Springs Schools  
8993 E Baldwin Avenue  
Solon Springs, WI 54873

Anyone wishing to be on the Wall of Honor Selection Committee may do so by submitting in writing to the school office in person or by mail between January and September 30<sup>th</sup>.

*Honoree Inductions* - Those Alumni, Employees, Citizens, Military, Entrepreneur, Groups/Organizations that are picked to be on the Wall of Honor will be asked to attend the May Awards Banquet where their plaque will be placed on the Wall.

*A copy of the full policy may be obtained at the Solon Springs School Main Office or by looking on line at the school website.*



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***Solon Springs School District Wall of Honor Guidelines***

The Solon Springs School District feels it is important to recognize the accomplishments of Alumni, Employees, Citizens, Military, Entrepreneur, and Groups/Organizations. The purpose of this Wall of Honor is to provide our students and community with a vision of the outstanding legacies that live or have lived, both alive or have passed on, within our district and community.

The hope is that these legacies will provide positive role models for our students and community. Those recognized will have demonstrated or contributed to one of or more of the following areas (but not limited to these areas).

- |                               |                              |
|-------------------------------|------------------------------|
| *Professional                 | *Scientific/Technological    |
| *Community Service/Leadership | *Entertainment/Arts          |
| *Entrepreneurial              | *Military/Government Service |
| *Athletic                     |                              |

These categories are listed to serve as general guidelines in the selection process. The categories are meant to ensure that candidates selected for induction come from a broad range of achievements and backgrounds.

We are not just looking for the famous or financially successful. The desire is to honor Alumni, Employees, Community Members, Entrepreneurs, Groups or Organizations who have made a difference, have succeeded, and have given unselfishly to make the world a better place.

***Solon Springs Wall of Honor Selection Committee:***

A selection committee will be established as follows: committee make-up shall have six voting members, and one non-voting Chairperson.

- 1 Solon Springs School Administration person - one year term
- 1 Solon Springs School Board Member - one year term
- 2 teachers, one K-5th and one 6th-12th, voting - 3 year term
- 2 Community Members, voting, 3 year term
- 1 Support Staff Member --3 year term



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The Selection Committee shall be formed during an initial meeting that has been publicized, with anyone in attendance being allowed to vote on make-up and membership to the Selection Committee. An initial meeting shall take place no later than October 31, 2017.

Once organized, the Selection Committee shall inform the School Board of the Committee's make-up and membership.

The Committee shall appoint a Chairperson to run the meetings. This person shall be a non-voting person, except to break a tie. Preference will be that a Community Member be selected as Chair. If one or more of these positions cannot be filled, it may be filled by another teacher, school board member, administrator, or community member.

Persons interested in being on the Committee in future years may apply in writing to the Solon Springs School District office in person or by mail. The Committee shall solicit persons to serve on the Committee as the need arises.

Solon Springs School Board, during the November meeting, will vote on those letters submitted and inform those persons selected.

***Committee Guidelines:***

Persons on the committee will start holding meetings in January and will choose a chairperson whose term will be for 3 years.

All persons on the committee will keep confidential the names and number of nominees being considered for the Wall of Honor. No person on the committee will influence any person outside the committee on who they would like to see as a nominee for the Wall of Honor.

Selection Committee members shall not normally be eligible for nomination to the Wall of Honor during their term on the committee. An exception may occur if the person is going through a life-changing event, as determined by the Selection Committee.

The committee will start reviewing nominees in January and will have nominees selected before the School Board meeting in March.



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Voting will be by a majority of the voting members, using a process identified by the Committee. This process shall be developed prior to the review of nominees and shall be made known to at least the School Board. Between zero and six nominees can be selected each year.

Once the Committee has voted on the nominees, the Committee will submit those selected to the School Board, for review, during the March meeting in Closed Session and be kept confidential. The Selection Committee shall then make the final selection.

A letter will be sent to each Wall of Honor selected nominee informing them of their selection. If the nominee has passed on, then the person who has submitted their application will be notified.

Committee will include a letter asking each selected nominee to attend the May Awards Banquet where they will be presented with a plaque to be placed on the Wall of Honor.

Those nominees not chosen will be sent a letter acknowledging their nomination. On a case by case basis, the Selection Committee may keep a nomination active for future consideration, or upon the request of a nominee.

Wall of Honor Inductees shall remain on the wall as long as inductees remain in good standing, as determined by the Selection Committee or the School Board.

### ***Nomination Guidelines:***

The Wall of Honor Selection Committee shall not discriminate in admissions to the Wall of Honor on the basis of sex, race, color, national origin, ancestry, creed, pregnancy, parental or marital status, sexual orientation, physical, learning, emotional or mental disability.

Discrimination complaints shall be processed in accordance with established School District policies.

The Committee shall keep in mind their duties are to be taken seriously. The nominees they pick for the Wall of Honor are to be a legacies to the school district and community.

Therefore a suggested set of criteria shall be kept in mind when selecting nominees for the Wall of Honor.



## SOLON SPRINGS WALL OF HONOR

Criteria that should be taken into consideration are (but not limited to): *GPA, Academic, Athletic, Awards, Honors, Medals of Valor or Honor, Commendations, Achievements with in one's Profession, Occupation or Trade, time served on Committees, Boards or Groups, Volunteering of time and services to groups and organizations, helping persons or communities in need, and overcoming great adversity.*

The Committee should also keep in mind that at times the school district will receive donations and the district is grateful for theses donation, but the Wall of Honor shall never be up for sale!

Any person may nominate Alumni, Employees, Citizens, Military, Entrepreneur, Groups/Organizations to the Wall of Honor.

No individuals shall nominate themselves.

Nomination forms may be picked up at the Solon Springs School main office or on the website. Nomination forms will be accepted from June 1st until December 15<sup>th</sup>. Forms may be dropped off at the school office or be sent in by mail.

Wall of Honor Guidelines adopted by Solon Spring School Board: May 22, 2017



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**Wall of Honor Nomination Form  
Solon Springs School District  
(Due by December 15<sup>th</sup>)**

**Nominator Information:**

Name of Nominator \_\_\_\_\_

Relationship to Nominee \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Phone: Home: \_\_\_\_\_ Cell: \_\_\_\_\_

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**Nominee Information:**

Name of Nominee: \_\_\_\_\_

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

City, State, Zip Code \_\_\_\_\_

Phone: Home: \_\_\_\_\_ Cell: \_\_\_\_\_

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Please Select Categories for Nominee:

- |   |  |
|---|--|
| <input type="checkbox"/> Alumni                   | <input type="checkbox"/> Employee                    |
| <input type="checkbox"/> Citizen/Community Member | <input type="checkbox"/> Military/Government Service |
| <input type="checkbox"/> Entrepreneur             | <input type="checkbox"/> Service Groups/Organization |
| <input type="checkbox"/> Other: Specify _____     |  |



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Special Contributions: indicate the main areas of contribution to the Solon Springs Community & School by the Nominee: Contribution to one or more of the following categories but not limited to.

- |   |   |
|---|---|
| <input type="checkbox"/> Professional Work    | <input type="checkbox"/> Community Service/Leadership |
| <input type="checkbox"/> Entrepreneurship     | <input type="checkbox"/> Science & Technology         |
| <input type="checkbox"/> Entertainment/Arts   | <input type="checkbox"/> Athletics                    |
| <input type="checkbox"/> Other: Specify _____ |   |

Please attach a separate written description of the nominee's accomplishments and attach it to this form. Also, please include proof of any GPA (when used as a basis for a nomination), Academic, Athletic, Awards, Honors, Medals of Valor or Honor, Commendations, Achievements with in one's Profession, Occupation or Trade.

*The Wall of Honor Selection Committee would like to thank you for filling out the nomination form!*