

# **Dodgeville High School**

## **Distinguished Alumni**

### **ARTICLE I - NAME**

The name of this organization shall be the Dodgeville High School Distinguished Alumni, a program sponsored by the Dodgeville School District.

### **ARTICLE II - PURPOSE**

The Distinguished Alumni program has been organized as a way of honoring Dodgeville High School graduates who have gone on to distinguish themselves by going above and beyond other graduates. By honoring these graduates, we seek to identify and honor models of success for our current students to admire and emulate. The program is intended to demonstrate to students the relationship between the education they receive at Dodgeville High School and success in life.

### **ARTICLE III - GOVERNANCE**

The Distinguished Alumni program shall be governed by the Distinguished Alumni selection committee including: the high school principal, the committee chairperson, three community members, three Current Dodgeville High School staff members, and three current students. Consensus would be needed for all decisions regarding policy and procedure changes. If a consensus cannot be reached, then a vote would be taken that would require a majority vote. A quorum shall be present in order for any changes in the guidelines to be transacted. A quorum shall be three-fifths (60%) of the committee. Committee members may place votes by proxy for any voting required other than a guideline change.

## **ARTICLE IV – CRITERIA FOR SELECTION**

Any individual who is a Dodgeville High School graduate is eligible to be nominated for the Distinguished Alumni.

## **ARTICLE V – SIZE OF THE INDUCTION CLASS**

With the exception of the inaugural class, inductees will be limited to no more than three per year.

## **ARTICLE VI – REQUIREMENTS AND PROCEDURES FOR NOMINATION**

In order to maintain the integrity of the Distinguished Alumni, the following criteria have been established for nominations. Nominees must exemplify the highest standards of ethical conduct and character. All candidates will be judged on their achievements following graduation from Dodgeville High School, on their ability to overcome obstacles in life, or demonstrate a record of giving back to their community.

Note: The Distinguished Alumni Selection Committee reserves the right to remove nominees from consideration or remove recipients from the wall of honor if the alumni fails to uphold nomination criteria.

Nomination procedures:

1. Inductees may be nominated by anyone connected to Dodgeville High School graduates including, but not limited to:
  - a. The selection committee
  - b. Current faculty, administration, or staff
  - c. An alumnus
  - d. A family member
  - e. A community member
2. Nominations
  - a. All entries must be submitted by writing a letter of nomination that contains complete and accurate nomination information (name and contact information for nominee; reason for nomination such as accomplishments, obstacles overcome, and contributions to community; name and contact information for nominator)
  - b. Nomination information procedures shall be available online through the Dodgeville School District website ([www.dsd.k12.wi.us](http://www.dsd.k12.wi.us)), at the Dodgeville High School office, and at the Dodgeville *Chronicle*. You may also contact school designee: Chuck Tank at 608 935-3351 or [ctank@draschools.org](mailto:ctank@draschools.org).
  - c. The nominations shall be completed and submitted to the school designee by the 3rd Friday in January for the candidate to be considered for induction

during that school year. All nominations received must contain active and current address and contact information for the nominee (or family if deceased).

- d. Applications: Nominees will be contacted and asked to submit their official application. The following materials may be submitted for an individual's consideration:
  1. Responses to questions about their experience at DHS, words of wisdom for students, education, employment, honors, obstacles overcome, unique life experiences, definition of success, and planning visiting DHS.
  2. Additional letters of recommendation or support from appropriate individuals who can validate or substantiate information related to the achievements, obstacles, or community contributions of the nominee.
  3. Other supporting materials, newspaper articles, certificates, historical records, letters, film footage, etc.
- e. If inducted, the nominee (or nominating person) shall provide a suitable photograph for reproduction.
- f. All applications will be kept on file for five years with options to renew or update the application. The school designee will keep the nomination information on file and update as appropriate.

## **ARTICLE VII – PROCEDURES FOR SELECTING THE INDUCTEES**

The Dodgeville High School Distinguished Alumni Selection Committee will meet annually to select candidates based on the selection criteria.

The duties and responsibilities of the Distinguished Alumni Selection Committee shall be as follows:

1. Attend the scheduled selection meetings.
2. Annually evaluate nominations of individuals submitted.
3. Approve only those individuals who have had significant achievements, overcome major obstacles, or contributed greatly to their community following graduation from Dodgeville High School.
4. Evaluate and update the policies and operational procedures of the Dodgeville High School Distinguished Alumni on an annual basis.
5. Validate and approve all worthy candidates for induction.
6. Keep all action of the Selection Committee confidential.

The voting procedures of the Distinguished Alumni Selection Committee shall be as follows:

1. The committee shall review candidates based on information available at the time of the annual meeting.
2. Each member shall rank the top five candidates in order of desired induction preference with their top choice receiving the higher number (Top =5 and Lowest

- =1). The vote was conducted anonymously on paper and tallied in an electronic spreadsheet.
3. After open discussion about the candidates, additional group vote(s) can be conducted for the purpose of finalizing a maximum of three inductee choices.
  4. The inductees are determined by totaling the number of points for each candidate. The individual(s) with the highest score shall be inducted into the Distinguished Alumni program.
  5. Inductees will be announced at a predetermined time following the final selection process, after the individuals have been contacted and indicated whether or not they will be present or represented at the induction ceremony.

## **ARTICLE VIII – INDUCTION**

The Distinguished Alumni inductee(s) will be honored during a visit to Dodgeville High School in the spring of each year when the recipient(s) will:

- Address the student body during an assembly.
- Visit classes of their choosing, as time permits.
- Attend a luncheon with family and select guests, nominator, staff, representatives of the Board of Education, and representatives of the selection committee.
- Participate in an unveiling of their Distinguished Alumni plaque in E Wing and receive tokens of recognition.
- Photographs including with the nominator
- Address the faculty and staff after school (as applicable).
- Be recognized as a past recipient of the award in all future publications or promotions of the program.

### ***A SPECIAL NOTE OF THANKS***

*Thank you to the Sun Prairie High School Wall of Success and the Dodgeville High School Athletic Hall of Fame for sharing their documents and lessons learned to help this project get started.*