

# **Waterford Union High School**

## **Athletic Hall of Fame Constitution**

### **1. Purpose**

The purpose of the Waterford Athletic Hall of Fame is to recognize those individuals who have brought distinction, honor and excellence through achievements and contributions to Waterford High School in the area of athletics. Any alumnus athlete, coach, or community supporter may be nominated to the Athletic Hall of Fame. By honoring these positive role models, we hope to inspire current student-athletes to distinguish themselves through their achievements.

### **2. Election**

Election to the Waterford High School Athletic Hall of Fame shall be made by the Hall of Fame Selection Committee, which shall be comprised of the following members and governed by the accompanying guidelines.

#### **a. Voting Committee Membership**

- i. One (1) voting Athletic Director--to act as facilitator
- ii. Two (2) voting current coaches
- iii. One (1) voting district employee
- iv. Three (3) voting community member--defined as someone who lives or works within the District boundaries

#### **b. Process of Selecting Committee Membership**

- i. The Facilitator will select the initial selection committee. Current coaches and the district employee will be chosen from this original high school committee members. The remaining community members will be solicited by the facilitator.
- ii. Volunteers shall complete an application that provides a brief biography, resume, or written rationale for future committee roles.
  1. The committee will review and select applicants among community members.
- iii. If insufficient members step forward, the Facilitator will attempt to solicit members to fill the committee. Any vacancies will remain open until filled.
- iv. After the initial committee is formed, the existing committee will review applicants and select new members to replace those with retiring terms.

#### **c. Terms of Membership**

- i. Each term will be three (3) years, with members eligible to serve up to two (2) terms.
  1. Each term will begin May 1st
- ii. Every year, two (2) members will be up for rotation: one coach-one community member, one district employee-one community member, one coach-one community member.
- iii. Based on a random draw, initial committee members will serve for one, two or three years; those with one or two year initial terms will be eligible to renew committee membership for up to two more full terms.

#### **d. Roles and Responsibilities**

- i. Each committee member should review all applications prior to attending the selection meeting in September.
- ii. Additional responsibilities include promoting the Athletic Hall of Fame, researching applicants' backgrounds, and planning the recognition ceremony.

### 3. **Nomination Procedures**

- a. **Nominations for membership** to the Waterford High School Athletic Hall of Fame may be made by any non-voting member of the public, student body, faculty and staff, or administration. All nominations must be submitted via electronic nomination form. Incomplete forms will not be considered. Nomination forms are available on the District's webpage at the high school's website at *www.waterforduhs.k12.wi.us*. All nominations must be submitted to the District office by **June 1st** of each year in order to be considered.
  - i. Initial nominations for the first class of inductees will be generated by the committee, along with nominations made by the public.
  - ii. Nomination forms will request the following information: name, graduation date/date of service, category for induction athlete, coach, team or, meritorious service, list of recognition/awards/accomplishments, rationale (a narrative), and contact information for both the applicant and nominee.
  - iii. All nominations will receive an automated acknowledgement thanking them for their nomination, indicating that nominees will stay eligible for five (5) years and encouraging applicants to provide additional information for consideration if it comes available in the future.
- b. **Publicity for nominations** will be disseminated through the District's newsletter, press releases, social media, and publication at public locations, including the Waterford Public Library, the Village Hall, Waterford Senior Living, and area churches. Information will also be presented at high school events, such as homecoming, concerts, and games.
- c. **Nominations must satisfy the following qualifications:**
  - i. **Athlete nominees** must have graduated from Waterford High School. Nominees are not eligible until ten (10) years after their graduation date from WUHS. Criteria for nomination may include outstanding achievement as a WUHS athlete, outstanding achievement at the state/national level, outstanding achievement in any other athletic arena (Olympics, amateur festivals, sports not offered at WUHS), and/or outstanding achievement beyond high school athletics (college career, professional athletics, coaching, and commitment to the community).
  - ii. **Coach nominees** must have worked for the District at least five (5) years. Staff members must be five (5) years removed from service at WUHS to qualify for the Athletic Hall of Fame or has twenty (20+) plus years of service coaching. Criteria for nomination will be number of years and sports coached for Waterford Union High School, successful levels of conference, regional, sectional, state championships while coaching, development and growth of the sport while coaching at WUHS, state and/or national recognition for coaching achievements, professional affiliation and commitment to the community and profession.

- iii. **Teams** must be ten (10) years removed from high school for nomination. Criteria for nomination will be achievement at league and state levels and distinction brought to athletics.
- iv. **Meritorious Service** may be nominated at any time for nomination. Award is based on the contributions said individual (s) has made in the community and in the area of athletics in the Waterford Union High School District. It will include, but not be restricted to participation as a player, coach, official, organizer, counselor, or donor. Number of years of support and overall commitment to the athletic programs will be considered.

#### 4. **Election of Hall of Fame Members**

- a. The selection committee shall meet in September to review nomination forms, using a blind evaluation process. Selection for membership in the Waterford Union High School Athletic Hall of Fame requires a two-thirds (67%) majority vote of Committee members present. A voting quorum shall consist of five members. Each committee member will receive three ballots. Nominees not selected will be reconsidered for five (5) years.
- b. A maximum of ten (10) individuals will be inducted initially, with remaining nominees staying eligible for a total of five (5) years. Remaining inductee classes will be up to five (5) members.
- c.. Inductees selected for the Hall of Fame will be contacted in October.
- d.. No nominee will be formally inducted without individual or family consent.
- e. Inductees will be invited to the Athletic Hall of Fame installation reception and ceremony to be conducted in January of each school year.
- f.. Inductees will also be recognized at a Friday basketball game at Waterford High School and a Saturday banquet in Waterford.

#### 5. **Amendments**

- a. Amendments to the Constitution must be proposed in writing and delivered to the Facilitator, who will then send it to the members, at least two (2) weeks in advance of any meetings.
- b. Proposed amendments shall be effective upon the affirmative vote of at least five (5) members of the Waterford High School Hall of Fame Selection Committee.