



## **Oak Hills Alumni & Educational Foundation honors distinguished Oak Hills graduates and staff members**

The Oak Hills Alumni & Educational Foundation presents yearly awards for Distinguished Oak Hills Alumni and Staff. This recognition honors individuals who have outstanding career, vocational and/or volunteer achievements, and have performed meritorious service in the classroom, school, community or nationally. The awards are the highest honor bestowed upon a graduate and district staff member and will be presented at the annual Oak Hills Alumni & Educational Foundation Dinner on **May 2 at the Western Hills Country Club**.

### *Nomination criteria*

The award will be presented to those alumni and staff who have:

- Demonstrated excellence in their career
- Dedicated exemplary service to the Oak Hills educational and/or business community, or nationally
- Served as exemplary models for students of Oak Hills schools because of significant accomplishments, efforts or contributions to the school or community

### *How to submit a nomination*

All Oak Hills graduates and staff are eligible for nomination. Any co-worker (faculty or staff), graduate, relative or Oak Hills business or community member may submit nominations for these annual awards.

**Nominations are due Wednesday, February 21, 2018 and *must* include all of the following information. Incomplete nominations will not be reviewed.**

### *Distinguished **alumni** award:*

- Name of graduate (include maiden name if applicable)
- Graduation year (Nominees must be at least 15 years out of high school)
- Graduate's address/phone number/email address
- Why the graduate is worthy of this recognition. Please include a summary of the graduate's noteworthy achievements. (500 word limit)
- Number of years in current profession and career accomplishments
- Volunteerism
- Achievements, honors and/or awards received
- Headshot of nominee (emailed high resolution .jpg file is acceptable) Photo will be used on the winner's plaque.

### *Distinguished **staff** award:*

- Name of staff member
- Number of years of service (10 years minimum service required)
- Name of school building where employed and current position
- Nominee's address/phone number/email address
- Why the candidate is worthy of recognition (500 word limit)
- Volunteerism
- Achievements, honors and/or awards received
- Headshot of nominee (emailed high resolution .jpg file is acceptable) Photo will be used on the winner's plaque.

### *Submit nominations electronically to:*

Awards Committee at **secretary@oakhillsalumnifoundation.org**

*Please include **your** name, address, email address and day and evening phone numbers. You may also include letters of support and other information to describe your nominee.*