



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 in **May at the Western Hills Country Club**.

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.

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

Nominations are due Wednesday, February 22, 2019 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 (15 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.*