

**Bedford High School Alumni Association
Hall of Fame Guidelines
(Adopted March 19, 2007)**

1. Purpose of Bedford High School Alumni Association Hall Of Fame:

The purpose of the BHS Alumni Association Hall of Fame is to recognize outstanding achievements (i.e. way above and beyond the norm) of *primarily* Bedford High School alumni (students, athletes, post graduate successful alumni) and secondarily staff (teachers, coaches, administrators and other staff members) and other supporters.”

2. Categories of nominees:

Alumni: This can include outstanding athletes, academic excellence, outstanding theatre arts or music performers, and any outstanding achievement during high school, after graduation, or both that has contributed to the pride and tradition of Bedford High School. Alumni must have graduated 10 years prior to be eligible.

School Personnel of Bedford High School: Teachers, Coaches, Administrators, and Staff, who have by a measurable standard been exemplary in their work, and who have exhibited an extremely positive influence on the students of Bedford High School. Nominees must have either retired or been away from Bedford Public Schools at least one year prior to nomination.

Outstanding Community Supporters of Bedford High School: Persons by their generosity, effort, or both have helped create a better environment for our students and added to the pride and tradition of Bedford High School.

3. Criteria for a valid nomination:

- a. Nominees can be Bedford High School graduates (individuals or teams), former staff members (teachers, coaches, or administrators) or Bedford High School supporters.

Nominees must have graduated from Bedford more than ten (10) years prior to their nomination (if a student) or have retired or left Bedford at least one (1) year prior to their nomination (if a teacher, coach or administrator).

- b. Current members of the Alumni Board are automatically ineligible for induction to the Hall of Fame.
- c. The Nomination Form for valid nominees *must* be complete and kept on file for review upon request.

d. Character counts for nomination to the Bedford High School Hall Of Fame just as it does in school (as a student or staff member), in other Halls Of Fame, and in life in general. There should be no questions, doubts, or reservations from a majority of Screening Committee members about a nominee's character.

e. Nominations must be based on *“exemplary achievement way beyond the norm that brings positive recognition and /or honor to Bedford High School.”* Achievements should be objective and verifiable, not subjective and based on opinion, popularity, or sympathy. In general, people should not be nominated for the Hall of Fame for doing their job well, but should be way beyond the norm.

f. The following examples illustrate valid rationale to support a nomination to the Hall of Fame:

1. He was a great football player. He was a team captain and twice selected to the first team All-GLL. His senior year he was second team All-State and he still holds the record for rushing yardage at Bedford.

2. She was one of Bedford's finest female athletes and earned 12 varsity letters. She was All-SEC in both volleyball and basketball and starred on the state championship volleyball team of_____.

3. She was universally recognized as a great teacher not only by her peers, but also by her students. Three times Bedford students voted her “Teacher of the Year” and she has been nominated twice at the state level.

4. He was both a good student (GPA 3.75, National Honor Society) and a good athlete (second team All-GLL in cross country) during his days at Bedford, but his finest accomplishments came after graduation. An accomplished author, he has now written five (5) books, two of which made the best-seller list.

4. Nomination Process:

a. All nominations must be completed using the official nomination form adopted by the BHS Alumni Association. (a sample of the nomination form which is attached to this document). A detailed explanation of the reason for nominating an individual must be attached to the nomination form.

b. The deadline for nomination forms is May 1st of each calendar year.

5. Selection Process:

A screening committee composed of the BHS Alumni Association Board of Directors (President, Vice-President, Secretary, Treasurer and Trustees) shall meet by June 1st of each year to review and pre-screen nomination forms that have been submitted.

- a. The screening committee shall forward nominations forms of valid nominees (i.e. those candidates that meet the criteria established by the Alumni Association) to the Selection Committee by June 1st of each year.

6. Screening Criteria:

- a. The Screening Committee (i.e. Alumni Board) will utilize the criteria listed under “Criteria for valid nomination) to pre-screen candidates prior to submission to the Selection Committee.
- b. For any nominee to be eligible for the HOF all criteria must be met to the satisfaction of the Screening Committee.
- c. The Alumni Association shall notify any person who completed a nomination form that does not meet all criteria for valid nomination. A person may resubmit a nomination form supplying any missing criteria items.

7. Selection Committee:

- a. Shall be appointed by the Alumni Association. The committee shall consist of 7-9 members and include at least 2 members of the Alumni Board one of which would be the chairman (preferably). The selection committee shall select a chairman.
- b. Shall select not more than 7 candidates from the pool of pre-screened nominees submitted by the Screening Committee.

8. Selection Process

- a. The Selection Committee shall select current-year candidates to the HOF from the pool of valid nominees (previously submitted by the Screening Committee) by June 30 of each year.
- b. The Selection Committee shall select not more than 2 non-student nominees to the HOF each year unless otherwise approved by the Alumni Board.
- c. The Selection Committee's choices will be sent to the Alumni Board for final approval at the July Alumni Association meeting (preferably before July 15).
- d. Current year candidates/inductees will be notified both verbally and in writing no later than July 31 each year and be invited to the HOF Game (to be introduced) and to the HOF Banquet (to be inducted).
- e. Upon their acceptance, each candidate will be sent 2 tickets for both the HOF Game and the HOF banquet compliments of the Alumni Association.
- f. All valid nomination forms for persons not selected shall be placed on file for future consideration.

9. Induction process:

- a. The Alumni Association shall set the date for the HOF Game (to be introduced) and the date, time and location for the HOF Banquet (to be inducted) by June 1st of each year.
- b. The escort for the inductee at the HOF Game should be the person who nominated the inductee (preferred) or a member of the Alumni Board.
- c. At the HOF banquet the inductee may select an individual to introduce them. It is strongly suggested that inductees limit their comments to 10 minutes including the comments from the person introducing the inductee.