

# ***YALE HIGH SCHOOL ATHLETIC HALL OF FAME GUIDELINES***

## **ARTICLE I**

The name of this organization shall be the Yale High School Athletic Hall of Fame, a program under the jurisdiction of the Athletic Department of Yale Public Schools.

## **ARTICLE II**

The Hall of Fame has been organized as a way of maintaining the rich heritage and traditional of successful athletic programs at Yale High School. In addition it will serve as a means of recognizing, preserving and honoring the athletes, coaches and individuals who made significant contributions to the athletic programs at Yale High School. The Hall of Fame acknowledges the contributions and accomplishments of the individuals who are worthy of recognition and examples for other to emulate.

## **ARTICLE III**

The Hall of Fame shall be governed by the Hall of Fame Selection Committee including; the Superintendent, the High School Principal, the Athletic Director, a retired Coach, Administrator or alumni athlete, and a representative of the local media. Former athletes on the committee shall be 10 years removed from Yale High School and former coaches shall have 15 years coaching experience and be 2 years removed from Yale High School. 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 business to be transacted. A quorum shall be 80% of the committee.

## **ARTICLE IV; CRITERIA FOR SELECTION**

Individuals and teams may be nominated from three categories. The nominee, if an alumnus must be five years removed from Yale High School.

1. **ATHLETE:** Any person or team who distinguished himself/herself in the field of athletics while a student at Yale High School.
2. **COACH:** Any coach with at least 15 years coaching experience. The nominee must be inactive and removed from the coaching staff for 5 years. Criteria for consideration should be based on accomplishments that merit statewide recognition or significant contributions to the athletic programs at Yale High School.
3. **Contributor:** An individual who has made outstanding contributions to the interscholastic athletic programs at Yale High School other than coaching and playing.

## **ARTICLE V; SIZE OF INDUCTION CLASS**

A class of inductees shall not number more than ten per year.

## ARTICLE VI; REQUIREMENTS AND PROCEDURES FOR NOMINATION

In order to maintain the integrity of the Hall of Fame the following criteria has been established for nominations. Nominees must exemplify the highest standards of sportsmanship, ethical conduct and character. All candidates will be judged on their significant and or long-term contributions to Yale High School athletics.

### Nomination Procedures.

1. Inductees may be nominated by;
  - a. The Selection Committee
  - b. Current faculty, administration or staff
  - c. An alumnus
  
2. Nomination Form
  - a. All entries must be submitted on the Yale High School Hall of Fame nomination form. Nominations forms must be filled out accurately and completely for consideration.
  
  - b. Forms shall be available through the Athletic Office, on line at the district web site ([www.yale.k12.mi.us](http://www.yale.k12.mi.us)) and at the Yale Expositor.
  
  - c. The nomination form shall be completed and submitted to the Athletic Director by April 1<sup>st</sup> for the candidate to be considered for induction in the following school year. All nominations received must contain active and current address and contact information for the nominee (or family if deceased)
  
  - d. In addition to the official nomination form, the following materials should be submitted for an individual or teams consideration.
    1. A letter of recommendation from the person making the nomination and other letters of support from appropriate individuals who can validate or substantiate information related to the high school career or contributions of the nominee.
  
    2. A suitable photograph for reproduction.
  
    3. Other supporting materials, newspaper articles, certificates, historical records, letters, film footage ect.
  
3. Term of Nomination
  - a. Following the initial nomination, a candidate shall remain eligible for induction for the following five years. The Athletic Director will keep the nomination forms and information on file. After five years a person may be re-nominated.

## ARTICLE VII: PROCEDURES FOR SELECTING THE INDUCTION CLASS

### The Selection Committee

The Yale High School Hall of Fame Selection Committee will meet annually to select candidates based on the criteria. The Committee will select a chair to serve a one-year term.

The duties and responsibilities of the Hall of Fame Selection Committee shall be as follows.

1. Attend the regular scheduled selection meetings
2. Annually evaluate the nominations of individuals submitted who fulfill the requirements for consideration
3. Approve only those individuals who had significant and or long-term contributions to athletic accomplishments at Yale High School.
4. Evaluate and update the policies and operational procedures of the Yale High School Athletic Hall of Fame 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 Hall of Fame Selection Committee shall be as follows:

1. The Committee shall review candidates based on information available at time of the April meeting.
2. After open discussion about candidates, a vote will be conducted for the purpose of choosing inductees.
3. Each committee member shall rank candidates in order of desired induction preference with their top choice receiving the higher number.
4. The inductees are determined by totaling the number of votes for each candidate. The individuals or teams with the top ten highest scores shall be inducted into the Hall of Fame the following year.
5. The annual voting of the Selection Committee will be confidential.
6. Inductees will be announced at a pre-determined time following the final selection process and after the individuals have been contacted and indicated that they will be present or represented at the induction ceremony.

## ARTICLE VIII; INDUCTION CEREMONY

The Hall of Fame Induction Ceremony shall be held each year in conjunction with a home athletic event. Ceremonies shall be done at halftime of said game. Inductees will be notified by June 1<sup>st</sup> if selected for the current year's class.

*YALE HIGH SCHOOL  
ATHLETIC HALL OF FAME  
NOMINATION FORM*

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\_\_\_\_\_  
Name

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Current Address

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
City, State, Zip

Nomination Category: Athlete \_\_\_\_\_ Coach \_\_\_\_\_ Contributor \_\_\_\_\_

**If Deceased:**

\_\_\_\_\_  
Name of Spouse of Closest Living Relative

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Address

Year(s) Graduated/ Coached / Contributed to Yale High School \_\_\_\_\_

Achievement(s) Summary \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**INDIVIDUAL SUBMITTING NOMINATION**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Contact #

\_\_\_\_\_  
Address

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Return to: Athletic Office/ Hall of Fame Selection Committee  
Yale High School  
247 School Drive  
Yale, MI 48097