

**PENN MANOR  
DISTINGUISHED ALUMNI WALL OF HONOR**

**I. Mission:**

The purpose of the Penn Manor Distinguished Alumni Wall of Honor (PMDAWH) is to honor and perpetuate the memory of those individuals whose post graduate accomplishments have brought recognition, honor, distinction, and excellence to the Penn Manor School District.

**II. Committee Purpose:**

1. Solicit and review nominations for election into the PMDAWH.
2. Select (elect) members to the PMDAWH
3. Organize and conduct induction ceremonies.

**III. Committee Membership:**

1. Principal of the high school or his/her designee
2. Board member – appointed by the school board for a two-year term
3. Two current faculty serving an overlapping two-year term appointed by the principal.
4. Two alumni recommended by the Alumni Association and appointed by the principal for overlapping two-year teams.

The superintendent will appoint the chairperson from the committee membership.

**IV. Meetings:**

A minimum of two per year and as business dictates.

**V. Eligibility**

- A. A person will be considered eligible for nomination to the Penn Manor Distinguished Alumni Wall of Honor (PMDAWA) if, at the time of nomination, he/she fulfills all of the following criteria:
1. The individual is an alumni of the Penn Manor High School.
  2. The time period since receiving his/her diploma has been at least five years.
  3. The individual has distinguished himself/herself in his/her area of accomplishment.
  4. The individual is well respected and attributes a portion of his/her success to the time he/she spent at Penn Manor.
- B. A person will be considered eligible for nomination to the PMDAWH as an honorary alumni if, at the time of nomination, he/she fulfills the following criteria:
1. The individual did not attend Penn Manor High School but has made significant contributions to Penn Manor.
  2. The individual has not been employed by the Penn Manor School District for at least five years, but still may maintain an affiliation with the district.

**VI. Nominations:**

1. Nominations will be received by the chair of the committee. This person will be responsible for compiling necessary information for presentation to the selection committee.
2. Nominations will be accepted from any source, including members of the committee.
3. No member of the committee may be nominated for the PMDAWH during his/her term.
4. No limit shall be applied to the number of times a nominee may be considered.
5. A new list of nominees will be generated each year. Previous nominations will be retained for consideration for three years.

**VII. Selection and Election:**

1. Each year the Penn Manor Distinguished Alumni Wall of Honor Committee may elect a maximum of five eligible alumni inductees.
2. Each year the PMDAWH Committee may elect one honorary alumni inductee.
3. A two-thirds majority vote of the committee membership shall be required for election of an inductee.

**VIII. Honors and Awards:**

1. Honorees will be officially recognized and inducted at an appropriate ceremony as determined by the selection committee and the superintendent.
2. Each inductee will receive an individual award and his/her name will be inscribed on a Wall of Honor plaque that will be on permanent display.

**IX. General Details:**

1. Timing for soliciting nominations, selection of inductees, and time and location of ceremonies shall be established by the committee with approval of the superintendent.
2. Any exceptions or changes to this document shall require a two-thirds majority vote of the membership of the committee and the approval of the school board.

PENN MANOR DISTINGUISHED ALUMNI WALL OF HONOR NOMINATION

BALLOT

1. NOMINEE INFORMATION

- a. Name: \_\_\_\_\_ Maiden Name: \_\_\_\_\_ Nickname: \_\_\_\_\_  
b. Address: \_\_\_\_\_  
c. City, State, & Zip: \_\_\_\_\_  
d. Telephone: \_\_\_\_\_  
e. Date of birth: \_\_\_\_\_ Date of graduation: \_\_\_\_\_

2. DECEASED NOMINEE INFORMATION:

- a. Name: \_\_\_\_\_ Maiden Name: \_\_\_\_\_ Nickname: \_\_\_\_\_  
b. Address: \_\_\_\_\_  
c. City, State & Zip: \_\_\_\_\_  
d. Telephone: \_\_\_\_\_  
e. Date of death: \_\_\_\_\_  
f. Nearest relative: \_\_\_\_\_  
g. Date of graduation: \_\_\_\_\_

3. BIOGRAPHICAL INFORMATION *Alumni Award* (Include accomplishments, awards, honors, etc.):

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4. BIOGRAPHICAL INFORMATION *Honorary Alumni Award* (Include contributions and area of service to Penn Manor):

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Additional information can be attached.

Nominations are due February 1.

Return to: Jan Mindish  
c/o Penn Manor High School  
Millersville, PA 17551