

Minnetonka Community Education Hall of Fame Nomination Packet



We are Minnetonka Community Ed

Instructions:

Nominations must be submitted by **Friday February 2, 2024** to Minnetonka Community Education (MCE) and should include the following:

1. Required: Name, address and contact information of nominee
2. Required: Your name and contact information
3. Required: Complete this nomination packet
4. Required: Major accomplishment(s) of the nominee and how those accomplishments relate to MCE. This can be, if you choose, a submitted video of you speaking to the nominee's merits and accomplishments. Email the video to zachary.mink@minnetonkaschools.org or text (612) 910-6200.
5. Required: Photo of the nominee
6. Optional: Any additional supporting information
7. Optional: Additional supporting documentation (letters of recommendation, photos, etc.)

You will receive confirmation that your completed nomination was received. Incomplete nominations may not be forwarded for judging. Nominations will be reviewed by the MCE Selection Committee. Nominations will be scored based on the value of the nominee's contributions to MCE, the impact of their achievement(s), and the enduring value of their achievement(s).

Your completed form and information you provide in your nomination is the primary tool used to determine the merits of your nominee for induction into the MCE Hall of Fame. Only the completed nomination form and additional documentation (letters of recommendation, photos) will be sent to the Selection Committee for scoring and final selection. Thank you.

Deadline for Submissions: *Nominations must be submitted online or postmarked by **February 2, 2024** at 5:00 p.m., mail to: Minnetonka Community Education, 4584 Vine Hill Rd, Excelsior, MN 55331, or email to Zachary.mink@minnetonkaschools.org*

Your Information

Name: _____ Email Address: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Cell Phone: _____

What is your relationship to the nominee? _____

Nominee Information

Name: _____ Email Address: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Cell Phone (If known): _____

Please check appropriate nomination category:

- Community Partner/Business
- MCE Participant
- Individual or Family Volunteer(s)
- Minnetonka Staff and/or MCE Instructor(s)
 - Active
 - Posthumously
 - Retired

If you are nominating a volunteer or community partner, how many hours (approx.) have they volunteered through the years for MCE?

- 50-100
- 101-150
- 151 or more
- N/A

If you are nominating a current or retired MCE staff or instructor...check all that apply:

- They worked 8-15 years for MCE
- They worked 16-25 years for MCE
- They worked 25 + years for MCE
- They were/are an MCE staff
- They were/are an MCE instructor

Please list nominee's "start and end" years of work or service, or as a volunteer if known:

From _____ To _____

Describe how the nominee has met or exceeded the MCE Hall of Fame criteria? Check all that apply:

- Community Partner/Business Category
 - Demonstrated excellence in partnering with MCE (sponsor, business partner, Individual, MCE Ambassador, etc.)
 - Provided opportunities, sponsorship or funding that has allowed community members to participate in programs, or contributed greatly to MCE programs and events.
 - Gone above and beyond in their community service activities and/or those who have shone a positive light on MCE, it's programs, events, volunteers or customers.

- MCE Participant Category
 - Been a strong, consistent voice advocating for MCE.
 - Participated in multiple classes/programs/events.
 - Participated for a minimum of 10 years as an individual or a family.

- Individual or Family Volunteer(s) Category
 - Individuals or families who have demonstrated a superior level of volunteer leadership.
 - Individuals or families who consistently volunteer in multiple programs.
 - Individuals or families who have made a life time and significant impact with their MCE volunteerism.

- MCE Staff and/or MCE Instructor (Active, Retired, Posthumous) Category
 - Consistently went above and beyond job requirements and expectations.
 - Made a significant, consistent and long-lasting community impact.
 - Demonstrated an unmatched level of personal commitment and unrivaled pride in MCE.
 - Demonstrated excellence for their work with and for MCE.
 - Worked with MCE for a minimum of 10 years.
 - Transformational, not just tenure, is often used to describe this persons contributions.

- Attach, mail, or email a picture of the nominee to
Zachary.mink@minnetonkaschools.org

- Attach, mail, or email any other supporting documentation to
Zachary.mink@minnetonkaschools.org

- Attach, mail, or email two letters of recommendation to
Zachary.mink@minnetonkaschools.org

Thank you for taking the time to nominate a well-deserved candidate for the MCE Hall of Fame!