



District 200 Education Foundation
Sue Palmore 2018
Award of Excellence

Nomination Guidelines

Description: The District 200 Education Foundation has established the *Sue Palmore Award of Excellence* to honor an individual for his/her commitment and contributions to excellence in education in Woodstock Community Unit School District 200.

Criteria and Eligibility: This award is open to any District 200 resident, any current or previous District 200 employee, or any graduate of District 200. The honoree will be selected based on contributions that have resulted in significant improvement to education in District 200. The contributions may be represented by an extraordinary short term contribution or a dedicated long term commitment to improving District 200 education. Previous nominees who did not receive the award are eligible to be re-nominated.

Selection Process: The recipient of the *Sue Palmore Award of Excellence* will be chosen by a selection committee composed of Foundation and community members. The committee will present their recommendation to the Foundation's Board of Trustees for final approval.

Announcement of Recipient: The name of the recipient will be announced in early December.

Presentation of the Award: The *Sue Palmore Award of Excellence* will be presented to the recipient at the D200 Education Foundation's Groundhog Day Dinner & Auction on Saturday, February 10, 2018 at Woodstock Harley Davidson. Family and friends of the recipient are encouraged to attend. Tickets will be available beginning in December.

Nomination Process:

1. Nominees must meet the eligibility criteria listed above.
2. The nomination packet must include
 - a. Nominator's Recommendation (should include a description of the nominee's background, qualities, and experiences in education and provide specific examples of the activities the nominee has undertaken that qualify him/her for this recognition.)
 - b. Nomination Submission Form
 - c. Three Letters of Recommendation supporting the nominee that support the nomination

All nomination materials for a candidate should be submitted together as one packet.

Nominations must be postmarked no later than November 1, 2017 and sent to:

District 200 Education Foundation
c/o Peggy Buechler
2926 Hidden Lake Rd.
Woodstock IL 60098

Any questions regarding the *Sue Palmore Award of Excellence* should be directed to:

Billie Cornell, Chairperson billie@b-goat.com



District 200 Education Foundation

Sue Palmore Award of Excellence

Nomination Submission Form

This form must accompany the nomination packet.
All nomination packets are must be postmarked by **Wednesday, November 1, 2017**.

Information about the Nominee:

Name of Nominee: _____
(First, MI, Last)

Nominee's Home Address: _____
(Street, City, State, Zip Code):

Telephone: _____ Email Address: _____

Information about the Person Submitting Nomination:

Name of Nominator: _____
(First, MI, Last)

Nominator's Home Address: _____
(Street, City, State, Zip Code):

Telephone: _____ Email Address: _____

Nominator's Signature: _____

Date: _____

For more information or clarification please contact D200 Education Foundation Chairperson Billie Cornell
billie@b-goat.com