

# **Bylaws for the LaBrae Local Schools Hall of Fame**

## **Article I**

### **Name**

The name of this organization shall be the LaBrae Hall of Fame. A program under the jurisdiction of the LaBrae Local Schools.

## **Article II**

### **Purpose**

The purpose of this organization shall be to recognize and honor those persons who, through their performance and achievements, reflect credit on the LaBrae High School, et al., (Leavittsburg, Braceville, Warren Township, and LaBrae High School).

## **Article III**

### **Hall of Fame Selection Committee**

1. Members of the Hall of Fame Selection Committee serve at will with the approval of active members as set forth herein
2. The Hall of Fame Selection Committee membership shall number thirteen (13) and be comprised as follows:
  - a. District Superintendent, or designee (Serves as the chair of the selection committee)
  - b. HS Principal, or designee
  - c. Athletic Director, or designee
  - d. One LaBrae teacher, active or retired
  - e. Two Coaches, active or retired, appointed by the Athletic Director
  - f. Community Members: Up to 7 members
3. Members may be removed by a  $\frac{3}{4}$ 's vote of the active members
4. Vacancies may be filled by a  $\frac{2}{3}$ 's vote of the active members
5. The Chair is responsible for coordinating meetings, establishing agendas and leading committee meetings. The Hall of Fame Selection Committee will annually select via majority vote a Secretary. The Secretary will be responsible for all record-keeping and correspondence.
6. The quorum needed to conduct regular business, with the exception of voting on inductees, shall be 60% of the selection committee membership
7. The quorum needed for voting on nominations being considered for induction shall be 80% of the selection committee members.

## Article IV

### Section A: Categories for Induction

Categories for Induction into the Hall of Fame shall be in one or more of the following:

- a. Distinguished Alumni Inductee: Graduates of LaBrae High School, et al. (Inclusive of Leavittsburg High School, Braceville, Warren Township and LaBrae High School)
- b. Athletic Inductee:
  - i. Graduates of LaBrae High School, et al., who excelled in sports.
  - ii. Coaches with worthy accomplishments and/or distinguished service to the student-athletes of LaBrae High School
- c. Community Contributor Inductee: Graduates, LaBrae employees and/or members of the community who have made outstanding contributions to LaBrae programs and/or distinguished volunteer service to the LaBrae community

### Section B: Eligibility

1. An inductee shall be of good character
2. An inductee shall be a graduate of the LaBrae High School, et al. (Leavittsburg, Braceville, Warren Township and LaBrae High Schools).
3. An inductee may receive an honorary diploma by the LaBrae Board of Education, i.e. – the draft, war, hardship, etc.
4. A period of at least ten (10) or more years must have elapsed between graduation and eligibility for induction into the LaBrae Hall of Fame.
5. Teachers/Administrators must have served LaBrae Schools for a minimum of 10 years
6. LaBrae athletic coaches must have a minimum of five years of service to LaBrae, and shall become eligible for induction five years following their exit from coaching
7. Exceptions to the above eligibility criteria herein requires a unanimous vote of the selection committee
8. Posthumous candidates to the LaBrae Hall of Fame will be considered for induction.
9. Candidates selected for induction who decline entrance into the LaBrae Hall of Fame will have their request honored by the Hall of Fame Committee
10. Athletic teams will not be considered for induction unless the team won an OHSAA sanctioned state title.

## Article V

### Nomination of Candidates

1. Anyone may nominate former graduates of the LaBrae High School by completing the LaBrae Local Schools' Hall of Fame Nomination Form and returning or e-mailing the completed form to The LaBrae Hall of Fame, ATTN: Superintendent's Office, 1001 N. Leavitt Road, Leavittsburg, Ohio 44430-9644.
2. A copy of the nomination form shall be reviewed by the Hall of Fame Committee in such manner as they shall deem appropriate.

3. A copy of the nomination form shall be available online at the website of the LaBrae Local Schools (<https://labrae.school>) or from any member of the selection committee.
4. All nomination forms must be submitted to the LaBrae Hall of Fame, via e-mail or by mail on or before February 1st of each year.
5. It shall be the responsibility of the Hall of Fame Selection Committee to meet as often as is necessary to screen potential nominees, determine the final selections, and to announce the inductees to the news media.
6. Nomination forms shall be kept on file for review for five (5) years after initial submission. Such applications will be reconsidered in successive years. Unsuccessful applications at the conclusion of the initial 5-year period will no longer be considered for induction unless the application is resubmitted with additional achievements/accomplishments.

## **Article VI**

### Induction Ceremony Responsibilities

1. It shall be the responsibility of the Hall of Fame Committee to plan the induction ceremonies, including the following:
  - a. Plan the induction program
  - b. Establish the date and location of the ceremony
  - c. Notify the inductees and the person who nominated the inductee
  - d. Carry out any other activities which are deemed necessary to promote and fund the LaBrae Schools' Hall of Fame induction.

## **Article VII**

### Award and Location

1. Each inductee shall be a guest of the LaBrae Local Schools and receive an award at the induction ceremony.
2. Posthumously inducted applicants can be represented at the induction ceremony by a family delegate
3. Recognition of inductees shall be displayed at LaBrae High School in a manner as determined by the LaBrae Board of Education.

## **Article VIII**

### Record Keeping and Financial Matters

1. The Chair of the HOF Committee is responsible for the organization of each meeting.
2. The Secretary, chosen upon a vote of the HOF Committee, shall retain all correspondence and all materials pertinent to this organization.
3. The Secretary shall record the minutes of each meeting.

4. All funds for the Hall of Fame Committee will fall under the jurisdiction of the Office of the Treasurer of the LaBrae Board of Education, who will serve as the custodian of HOF funds in accord with Board policy and O.R.C. relative to financials transactions.
5. The LaBrae Treasurer will provide a written financial report to the Committee as requested.
6. The fiscal year will begin on July 1<sup>st</sup> and end on June 30<sup>th</sup>.

## **Article X**

### Amendments to Bylaws

The bylaws of the LaBrae Local Schools' Hall of Fame may be amended by a vote of the majority of the members of the HOF Committee and shall become effective upon a ratifying vote of the LaBrae Board of Education.

Created: September 25, 2019

LaBrae BOE Ratification: January 13, 2020