

# Seattle Public Schools Athletics Hall of Fame



## Name

The name of this organization shall be the Seattle Public Schools ("*SPS*") Athletics Hall of Fame (the "*Hall of Fame*"), a program under the jurisdiction of the Athletics Department of the Seattle Public Schools ("*SPS Athletics*").

## Purpose

The purpose of the Seattle Public Schools Athletics Hall of Fame is to:

- Identify outstanding SPS high school student athletes, teams, coaches, administrators and athletic supporters and to celebrate their accomplishments;
- Reconnect those individuals and their families with the Seattle Public Schools;
- Enhance the current student-athlete understanding of and pride in the history of SPS athletics;
- Engage the larger Seattle sports community with SPS Athletics;
- Encourage and facilitate donations supporting SPS Athletics.

## Schools

Candidates from the following schools will be considered: Ballard High School; Broadway High School; Chief Sealth High School; Cleveland High School; Franklin High School; Garfield High School; Lincoln High School; Nathan Hale High School; Ingraham High School; Queen Anne High School; Rainier Beach High School; Roosevelt High School; Summit High School and West Seattle High School, (each an "*Eligible High School*").

## Governance

### Selection Committee

The Hall of Fame will be governed by an Athletics Hall of Fame Selection Committee (the "*Committee*") and shall include the Executive Director of High School Athletics as the "*Committee Chair*" and up to fifteen (15) additional members (each a "*Member*" and together the "*Members*") which may include SPS alumnus, past or current SPS high school head coaches or SPS staff, current Hall of Fame Inductees, community representatives and members of the local media. The "*Initial Committee*" shall be appointed by the Committee Chair.

In addition to the Executive Director of High School Athletics as the Committee Chair, the following positions shall have standing appointments to the Committee and shall not be subject to election or term limits: Assistant Directors of High School Athletics; (each a "*Standing*

*Committee Member*"). If any such standing Member is not able to meet the commitments for service on the Committee, such standing Member may recommend a replacement who can meet such commitments, any replacement must be approved by the Committee Chair.

### **Terms**

Each Member of the Initial Committee shall serve for a two year term (the "*Initial Term*"). After the Initial Term each Member shall be elected for a three year term. Any Member may be re-elected to not more than two consecutive terms. The terms shall be staggered such that up to five new Members can be elected each year.

### **Election; Resignation; Removal**

Any current Member may nominate an individual for a vacancy on the Committee. All nominations must be finalized and submitted to the Committee Chair no later than one month prior to the date on which such vacancy shall be filled. All vacancies caused by the end of a Member's term shall be filled at the Annual Meeting. All vacancies caused by any Member's resignation or removal shall be filled at the next Committee meeting where business is conducted, provided that the time limits of this paragraph are observed. The Committee Chair shall send the Committee a slate of all candidates who have been nominated no later than 10 days prior to the meeting at which vacancy will be filled.

Any Member may resign by submitting written notice of their intent to resign to the Committee Chair. Unless otherwise stated, such resignation shall be effective on the date it is received by the Committee Chair.

Any Member may be removed for failure to meet the duties and responsibilities set forth herein by a vote of the majority of the Members entitled to vote at a meeting where such action is taken.

If any Member resigns or is removed. A replacement shall be chosen by the remaining Committee members as set forth above.

### **Meetings**

During the Initial Term, the Committee shall meet monthly to develop initial policies and procedures of the Committee, to select the SPS Hall of Fame inaugural class (the "*Inaugural Class*") and to carry out the first "*Annual Induction Ceremony*".

After the Initial Term, the Committee will meet at as needed to carry out any necessary business. The Committee shall meet in May of each year (the "*Annual Meeting*") to select the candidates who will be inducted into the Hall of Fame for that year, according to the procedures set forth in these Bylaws.

The Annual Induction Ceremony shall take place annually.

## **Duties and Responsibilities**

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

1. Attend two-thirds of the regular scheduled Committee meetings and attend the Annual Meeting;
2. Understand and agree to abide by the procedures set forth in these Bylaws for nomination and selection of candidates;
3. Evaluate and update the policies and operational procedures of the Hall of Fame, as necessary;
4. Participate on at least one Sub-Committee of the Committee;
5. No Member shall be selected to the Hall of Fame in any year that they participate on the Committee. Any former Member may be selected to the Hall of Fame provided that their service on the Committee ended at least one year prior to their selection;
6. All Members shall disclose to the Committee any familial or other conflicts of interest applicable to the nomination and selection process and shall abstain from voting on any individual who has been nominated for consideration and presents a conflict of interest for the Member;
7. To use integrity, diligence and professionalism in nominating and selecting candidates for induction into the Hall of Fame;
8. Keep all action of the Selection Committee confidential.

## **Quorum; Voting**

A majority of the Members currently serving on the Committee shall constitute a quorum for conducting business at any meeting. Unless otherwise set forth herein, a majority of the Members entitled to vote is required to approve any action at a meeting where a quorum is present. Proxy voting shall be allowed only for the purposes of electing new Members and selecting the inductees, provided, that, such vote has been received on a written ballot of the same form provided at the meeting at which such action will take place, such proxy ballot is received by the Committee Chair prior to the start of such meeting and such proxy ballot is signed by the Member.

## **Sub-Committees**

Each Member shall be required to serve on a sub-committee (a "*Sub-Committee*") which shall have the responsibility of selecting nominees to put forth on the slate of candidates (the "*Slate*") for the entire Committee to vote upon at the Annual Meeting according the procedures in these Bylaws. Each Sub-Committee Chair shall be a Standing Committee Member. Each Sub-Committee shall meet at least once outside of regular Committee meetings for the purpose of selecting the Slate.

## **Criteria for Hall of Fame Nomination**

A candidate must meet all of the eligibility requirements of one of the applicable categories below in order to be eligible for nomination.

### **Athlete**

An individual athlete is eligible for nomination if:

1. 10 years have passed since the candidate's year of graduation from an Eligible High School;
2. The candidate lettered in at least one sport twice or two sports at least once during his/her athletic career at an Eligible High School;
3. The candidate exemplified sportsmanship, leadership, citizenship and teamwork as an athlete at an Eligible High School; and
4. The candidate was selected as an All-City, All-State performer, State Champion, All-American, National Champion or has made a significant athletic contribution to high school, college or professional athletics competition.

### **Team**

No more than one team of athletes is eligible for nomination if the team, in one particular sport and season:

1. Won a State Championship, National Championship or made a significant contribution at any level of athletics competition;
2. 5 years have passed since such season;
3. The team achieved significant accomplishments that raised the bar or set a standard for future teams to follow; and
4. The team left a notable legacy on SPS Athletics.

### **Coach, Staff, or Supporter**

No more than one individual coach, staff member or supporter of SPS Athletics is eligible for nomination if:

1. 5 years have passed since such candidate's service to SPS Athletics;
2. The candidate made a significant contribution to SPS Athletics through their leadership, inspiration, and support; and
3. The candidate's accomplishments raised or set a standard for future coaches, teams, administrators, and supporters of SPS athletics.

## **Exceptions**

The Committee may waive any of the above criteria in considering a candidate's eligibility for nomination if agreed to by a majority of the Committee members who are eligible to vote on selection. In making such a determination, the Committee may consider any significant achievement or contribution, exceptional circumstances or hardship applicable to the candidate.

## **Procedures for Nomination**

### **Inaugural Class (2017)**

The Inaugural Class shall be nominated by the Committee Members. The Committee shall be advised by outside consultants in producing an initial list of potential nominees. Such potential nominees will then be distributed to Sub-Committees corresponding to the Eligible School of the potential nominee. Each Sub-Committee will meet to determine the slate of nominees it wishes to put forward to the entire Committee for a vote on induction into the Hall of Fame as the Inaugural Class. No outside nominations shall be accepted for the Inaugural Class.

### **Subsequent Classes**

Following the induction of the Inaugural Class, the following procedures shall be utilized for nominations to the Hall of Fame.

#### **1) Nominations may be submitted:**

- a) by the Committee;
- b) by current faculty, administration, and staff of an Eligible School;
- c) by current members of the community;
- d) by an alumnus of SPS;
- e) by rollover from a previous nomination.

#### **2) Nomination Form.** All entries must be submitted on the official SPS Athletics Hall of Fame nomination form.

- a) The nomination form shall be available through the SPS Athletics office, District/HoF website(s) or any Hall of Fame committee member.
- b) The nomination form shall be completed and submitted to and received by the Chair or any Committee Member along with appropriate support materials by May 1<sup>st</sup> of each year for a candidate to be considered for induction in that year.
- c) All nominations received for consideration must contain active and current address and contact information for the nominee (or family if deceased). Failure to supply support

material will result in invalidating the application, consequently the nomination will not be considered.

- d) In addition to the official nomination form, the following materials must be submitted for an individual's consideration:
- i) A letter of recommendation from the person making the nomination, and other letters of support from appropriate individuals who can validate or substantiate pertinent information related to the high school and post high school career of the nominee;
  - ii) A limited number of newspaper clippings, magazine articles, copies of scorebooks, and statistics may be included to help substantiate the accomplishments and contributions of the nominee;
  - iii) A suitable photograph for reproduction should be submitted.

### 3) **Sub-Committees**

All nominations shall be submitted to the Sub-Committee corresponding to the nominee's Eligible School. Each Sub-Committee shall select the candidates it determines should be on the Slate for a vote by the entire Committee for induction into the Hall of Fame. Each Sub-Committee shall submit their candidates to the Committee Chair no later than one month prior to the Annual Meeting.

### 4) **Term of Nomination**

Following initial nomination, a candidate shall remain eligible for nomination for the following three years (a "*Rollover Nominee*"). Any Rollover Nominee shall be considered by the Sub-Committee corresponding to the Rollover Nominee's Eligible School. After the time has expired, the Rollover Nominee must be re-submitted on a new nomination form in order for that individual to be again considered.

## **Procedures for Selecting the Induction Class**

### **Number; Annual Meeting**

The Inaugural Class shall consist of [23] inductees. Each subsequent class shall consist of not more than [10] nor less than [5] inductees. The selection of the inductees shall be held at the Annual Meeting. If a quorum is not present, the meeting shall be rescheduled. Any Member voting by proxy must have attended at least one Sub-Committee meeting or two regular meetings of the Committee for that selection year in order to be eligible to vote on inductees by proxy.

**Slate**

No later than 10 days prior to the Annual Meeting, each Committee Member shall receive the Slate of candidates for induction into the Hall of Fame made up of candidates put forth from each Sub-Committee.

If any Committee Member wishes to add a nominee to the Slate, whether or not such Member was on the Sub-Committee that considered such nominee, such Member should make a motion to include such nominee prior to the discussion of the Slate. If such a motion is made, it requires a vote of two-thirds of the Members present at the Annual Meeting for such nominee to be placed on the Slate. Once the Committee Chair determines that the Slate is final, the Committee shall have sufficient time to discuss the candidacy of all the nominees on the Slate (including any nominees approved by a motion and two-thirds vote in accordance with this paragraph). Any Committee Member may advocate for or against any nominee on the Slate. Nominees who are not on the Slate will not be considered.

**Criteria**

To maintain the integrity of the Hall of Fame, the Committee shall consider following criteria for selection:

- 1) Inductees must exemplify the highest standards of sportsmanship, ethical conduct, and moral character;
- 2) All Inductees will be judged on their significant and/or long term contributions to athletic endeavors including significant and or long term contributions or athletic accomplishments at the SPS, state or national sports scene;
- 3) Acknowledged leadership in his/her chosen field or community, state, and national presence will be considered;
- 4) The Selection Committee shall review candidates based on information available at the time of the meeting that can be meaningfully substantiated.

**Voting**

For the Inaugural Class, the Committee shall vote by the method described below. Once the Committee has had sufficient time to discuss the candidacy of the nominees on the Slate, the Committee Chair shall close the discussion and provide each Member with a [secret] written ballot containing the names of all of the candidates on the Slate. Each Committee Member shall vote according to the following procedure [and sign their ballot]:

Voting will be conducted according to a point system i.e.:

- First Choice ..... 20 Points
- Second Choice ..... 18 Points
- Third Choice ..... 16 Points
- Fourth Choice..... 14 Points
- Fifth Choice ..... 12 Points

- Sixth Choice..... 11 Points
- Seventh Choice ..... 10 Points
- Eighth Choice..... 9 Points
- Ninth Choice ..... 8 Points
- Tenth Choice.....7 points
- Eleventh Choice .....6 points
- Twelfth Choice.....5 points
- Thirteenth Choice.....4 points
- Fourteenth Choice.....3 points
- Fifteenth Choice..... 1 point

The induction class is determined by totaling the number of votes for each candidate. The individual or individuals with the highest vote total shall be inducted into the Hall of Fame.]

All inductees must be approved by the Superintendent of the Seattle Public Schools. The ballots, discussions and actions taken regarding selection of the inductees shall be held strictly confidential. Inductees will be announced at a press conference 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 Annual Induction Ceremony.

**Annual Induction Ceremony**

The Induction Ceremony shall be held annually at a banquet hosted by the Seattle Public Schools Department of Interscholastic Athletics.

Each individual elected to be inducted into the SPS Athletic Hall of Fame will receive a plaque and medallion which details the date of their Induction into the SPS Athletic Hall of Fame.

Each Eligible School will have a permanent Hall of Fame display that will include the name of the Individual(s) honored.

**Amendment**

These Bylaws may only be amended by approval of two-thirds of the current Members of the Committee.

Formally Approved: December 5, 2016