

Bismarck R-V School District  
"Hall of Fame"  
Bylaws



Approved by the R-V Board of Education  
Thursday, November 20, 2014

## I. Name

The name of this organization shall be the Bismarck R-V School District “Hall of Fame”. The Bismarck R-V School District Board of Education is the sponsoring entity.

## II. Purpose

The purpose of the Bismarck R-V School District “Hall of Fame” is to recognize Bismarck High School graduates. Nominees shall have distinguished themselves in the areas of Leadership, Character, Achievement, Service, Suitability as a Role-Model, and/or Contributions to Society as a Whole. The permanent honor of being elected to the Bismarck R-V School District Hall of Fame will represent individuals who, through their individual actions, have exemplified the established vision of the Bismarck R-V School District.

## III. Qualifications for Nomination

A nominee for the Bismarck R-V “Hall of Fame” shall:

- be a graduate of the Bismarck High School who attended four (4) semesters as a student or who left school prior to graduation to enter military service;
- have been out of high school for at least ten (10) years;
- have their nomination based on the qualifications of LEADERSHIP, CHARACTER, ACHIEVEMENT, SERVICE, SUITABILITY AS A ROLE MODEL, and/or CONTRIBUTIONS TO SOCIETY AS A WHOLE

## IV. Submittal of Nominations

The selection committee shall consider all nominees who meet the criteria for induction into the Bismarck R-V School District “Hall of Fame”. Anyone may submit nominations by completing the official nomination form, a copy of which can be obtained at the Bismarck R-V School District Administration Office or downloaded from the district website at [www.bismarckindians.org](http://www.bismarckindians.org). **All applications nominating a candidate must be submitted no later than the last Friday in March of each year** in order to be considered for selection. Nominations will be considered on a bi-annual basis.

Nominations that meet eligibility criteria will remain active for two (2) selection cycles. Nominees who do not attain at least ten percent (10%) of the committee vote in the second year of their selection cycle will have their application withdrawn from further consideration and declared “inactive”. However, an inactive nominee can become active with the submission of new supporting documentation (from the nominee or other external source) that warrants new consideration from the selection committee.

An “active” nominee cannot be a current member of the Bismarck R-V School District Board of Education, a current Bismarck R-V School District employee or a member of the Bismarck R-V “Hall of Fame” Selection Committee.

## **V. Selection Committee**

Each nominee shall have their supporting documentation reviewed by the Bismarck R-V “Hall of Fame” selection committee. The “Hall of Fame” selection committee shall be composed of:

One (1) Bismarck R-V School Administrator

One (1) Bismarck R-V Board of Education member

Two (2) Bismarck R-V School District employees

Two (2) Bismarck R-V High School student (*i.e. Student Council President; National Honor Society; Senior Class President, etc.*)

Four (4) Bismarck Community Members/Bismarck High School Alumni

The Superintendent or their designee shall facilitate the selection process and chair the selection committee, but is a non-voting member.

All committee members, other than students shall serve on a four year team (two selection cycles), but may choose to remain on the committee on a year-to-year basis. All committee members serve without monetary compensation. No committee member may be a relative within the fourth degree, either by consanguinity (by blood) or affinity (by marriage) to any nominee. Committee members should share any special relationship to any nominee with other committee members prior to any discussion.

A member of the selection committee may be removed from the committee for improper conduct or lack of regular attendance by a majority vote of committee membership.

The Superintendent or their designee shall be responsible for facilitating the meetings, developing agenda items and procedures, establishing meeting dates, times and locations, contacting nominees, and releasing information to the media.

The selection committee shall select a secretary each session (bi-annual) from the current membership. The secretary shall be responsible for keeping minutes of the meeting including accurate notes of discussions and votes, etc.

The selection committee shall meet after the deadline to receive nominations has passed. Normally, the selection committee will meet in April and forward a recommendation to the Bismarck R-V Board of Education in May for June approval.

## **VI. Selection Process**

Each committee member will review each completed nomination form to verify eligibility. Special attention will be given to the qualification statements regarding **Leadership, Character, Achievement, Service, Suitability as a Role Model, and/or Contributions to Society** as a whole. All committee members will share any information gathered in its search to validate the nominee's qualifications so that all members will have the same information to synthesize into the selection process.

After each nominee has been discussed by the committee, each committee member will select up to five (5) nominees from the group of eligible candidates to place before the committee for further consideration.

Each committee member will rate the nominees 1-5 with one (1) being their first choice for nomination. This rating process will be conducted by secret ballot.

The selection committee shall then review the candidates with the highest total scores, hear closing remarks from committee members and then by secret ballot have a final vote on the finalists to determine which of the five (5) {maximum} final candidates may be presented to the Bismarck R-V Board of Education for formal approval into the Hall of Fame. An individual **MUST** receive at least 60% of the votes in order to merit recommendation for induction. If no candidate receives the 60% minimum, no recommendation will be made for that given year. If final vote totals are "at or above" the 60% minimum, the committee may recommend that more than one nominee be presented to the Bismarck R-V Board of Education for consideration. The Bismarck R-V Board of Education shall make the final decision.

## **VII. Formal Notification**

The Bismarck R-V Superintendent of Schools or their designee shall notify any nominee or their representative approved by the Bismarck R-V Board of Education for formal induction into the Bismarck R-V "Hall of Fame".

## **VIII. Induction Ceremony/Activities**

Individuals approved for formal induction will be honored at a ceremony at a designated time during the following school year on a bi-annual basis. At the ceremony, the inductee will be presented with an official plaque/trophy and have his/her biographical sketch framed and placed on display at the High School.

Dinner for the inductee, his/her spouse, parents, and children/spouse, will be provided by the Bismarck R-V Board of Education. Grandchildren, siblings, in-laws, etc. will be welcomed at the event but will be required to pay for their meal. The Board of Education

will also pay for the meal of active committee members and their spouse. A selected member of the committee will complete the introductions and conduct the ceremony. The committee will select an individual to develop a program for the event. The committee will select a catering service and make all appropriate arrangements.

## **IX. Amendment Clause**

These bylaws will be periodically reviewed and revised as desired by the "Hall of Fame" committee and presented for approval by the Bismarck R-V Board of Education.