

La Porte Independent School District

Distinguished Alumni/Citizens Awards Program Bylaws

September 2019

DISTINGUISHED ALUMNI & DISTINGUISHED CITIZENS AWARDS PROGRAM

Organization: Established in September 2017 by the La Porte Independent School District superintendent of schools.

Purpose: To recognize and honor graduates, former employees and trustees of the La Porte Independent School District, as well as community members who have positively impacted the school district and whose achievements, strength of character, and citizenship serve as models to inspire and challenge today's students. The Distinguished Alumni/Citizens Awards Committee (Awards Committee) shall establish the highest standards in recommending recipients for these awards to the La Porte ISD Board of Trustees.

DISTINGUISHED ALUMNI/CITIZENS AWARDS COMMITTEE

- The Awards Committee will be a standing committee of 11 voting members and 4 ex officio, non-voting members, with terms beginning in September of each year.
- Members of the committee will include district and campus, business and industry, and community representatives, as follows:
 - the superintendent of schools (permanent ex officio position)
 - deputy superintendent (permanent ex officio position)
 - director of communications (permanent ex officio position)
 - LPISD webmaster (permanent ex officio position)
 - two (2) LPISD Board of Trustees members (three-year term)
 - central office administrator (three-year term)
 - one (1) elementary principal (three-year term)
 - one (1) secondary principal (three-year term)
 - one (1) elementary school teacher (three-year term)
 - one (1) secondary school teacher (three-year term)
 - two (2) business and industry representatives (three-year terms)
 - two (2) community members (three-year terms)

- two (2) La Porte High School students (one-year term)
- The initial Awards Committee will be a standing committee of 18 members, with the three-year term ending in the 2020-21 school year.
- After serving designated term, members will rotate off the committee.
- After each year's selection process is completed, the committee may, by majority vote, determine that any of the business or community members who have missed more than two (2) meetings during the past year need to be replaced by a new member.
- Of the new members selected each year, the district shall name the student members, and the remainder shall be named by the committee.
- A member will remain off the committee for at least three years before being eligible to be renamed to the committee.
- La Porte Independent School District shall maintain all records or files and act as archivist for the Awards Program.

AWARDS NOMINATING PROCEDURE

- Any person other than a member of the Awards Committee may submit nominations for an award. Each person submitting a nomination may submit one (1) nomination each year for each category.
- Submission of the completed Nomination Form provided by the Awards Committee is required. The Nomination Form must be completed, or it will not be considered.
- Nominations may begin on the day following the most recent awards presentation and continue through the announced deadline for new nominations.

ELIGIBILITY FOR AWARDS

- The Distinguished Alumni and Distinguished Citizens awards are one-time honors; therefore, previous award recipients (in the same category) are not eligible.
- Current members of the Awards Committee or their relatives are not eligible for consideration.
- No person will be chosen for either award while a candidate for an elected public office or current elected public office holder, or for a period of two (2) years after the person is no longer a candidate or an office holder.

- Awards may be given posthumously.

Distinguished Alumni Award

- All graduates of La Porte ISD or George Washington Carver High School shall be nominated in the Distinguished Alumni category and may not be nominated within ten (10) years of graduation.
- In addition, any individual who (1) graduated from George Washington Carver High School; (2) was employed by La Porte ISD and George Washington Carver High School; or (3) was a trustee of the La Porte ISD Board of Trustees is also eligible as an alumni.
- Awards for alumni will be given for achievement in various fields of service which include, but are not limited to, the arts, athletics, business, education, entertainment, law, medicine, the military, music, philanthropy, politics, public service, religion, scholarship and science.

Distinguished Citizen Award

- The recipient must have made a significant positive impact on La Porte ISD; and
- must be distinguished in his or her business, profession, life work or other worthy endeavor; and
- must be an individual of such integrity, stature and demonstrated ability that the award will reflect honor on the school district and create a sense of pride among the members of the community.

AWARDS SELECTION PROCESS

- The Awards Committee shall receive and review each nomination. Recommended award designees shall then be selected by secret balloting of the Awards Committee. No fewer than eight (8) Awards Committee members shall be present for this selection. Proxies shall be permitted only to student members absent on school business, or for illness or emergencies.
- No more than three Distinguished Alumni Awards or Distinguished Citizen Awards (six awards total) shall be given in any one year.
- Each member of the Awards Committee will rank candidates by number, with the number *five* designating the first choice; *four* designating the second choice; and so on.

Final selections of the committee will be guided by a tally of points. While the number of points that a nominee receives will not necessarily be determinative (*i.e.* the top three point recipients will not automatically be recommended to the Board for the award), the committee will give serious consideration to the number of points received by each nominee.

- Individuals nominated for an award and *not chosen* will continue to be eligible for two years following the initial nomination.
- The Awards Committee reserves the right to reject any or all nominations.
- The nominations recommended by the Awards Committee will then be forwarded to the La Porte ISD School Board, which shall approve or reject each recommended nominee at a properly called and posted board meeting. The school board retains the discretion to accept or reject each recommended nominee, and is not bound by the decision of the committee.

NOTIFICATION AND RECEIPT OF AN AWARD

- Each award designee shall receive a letter signed by the superintendent informing the designee of his or her selection.
- The award must be accepted in person, except in the event of extenuating circumstances. The Board of Trustees will make the final determination in such a case, and may postpone recognizing the honoree until the following year.
- Posthumous awards shall be accepted by a member of the designee's immediate family or by a person deemed acceptable to the Board of Trustees.
- If one of the honorees is unable to attend the awards ceremony, a replacement may be selected at the discretion of the Board of Trustees.

DISTINGUISHED ALUMNI/CITIZENS AWARDS CEREMONY

- The awards ceremony shall be held in the fall of each year on a date and at a place determined by the administration of the district.
- The form of the award shall be determined by the administration of the district.

HALL OF HONOR FOR DISTINGUISHED ALUMNI/CITIZENS

- Pictures and pertinent information concerning all award recipients shall be enshrined in a hall of honor.
- Enshrinement location and format shall be determined by the administration of the district.

REVOCATION

The La Porte ISD Board of Trustees reserves the right to, by majority vote, revoke the awarding a Distinguished Alumni Award or Distinguished Citizen Award for good cause, good cause being defined generally as a change in circumstances that would have rendered a person ineligible for the award in the first place, or the discovering of previously-unknown information that would have rendered a person ineligible for the award in the first place.

AMENDMENTS

These bylaws may be amended by the affirmative majority vote of the La Porte ISD Board of Trustees. The committee may, by at least a two-thirds vote of the members of the Awards Committee, recommend changes to the LPISD Board of Trustees.