

Derry Township School District
Athletic Hall of Fame
Amended By laws
(Updated September 2015)

1. As established and governed under Derry Township School District Board Policy #920, the name of the organization shall be Hershey High School Athletic Hall of Fame.

2. Purpose
 - A. To recognize athletes, coaches or other individuals who achieve noteworthy and outstanding accomplishments in the area of athletics during their career at Hershey High School.
 - B. To recognize teams who achieve noteworthy and outstanding accomplishments in the area of athletics during their career at Hershey High School.
 - C. To promote the rich athletic heritage of the student-athletes of Derry Township School District (the "District") through a program of alumni recognition.

3. Selection Criteria:
 - A. For an individual athlete to be considered, he or she must have been a member of a class that graduated at least ten (10) years prior to nomination.
 - B. For a team to be considered, at least ten (10) years must have passed since it competed in interscholastic sports.
 - C. Achievements may have been for any sport in which the District fielded a varsity team, or in which individuals competed against other individuals or schools in varsity competition.
 - D. Candidates shall be judged based on playing ability, integrity, sportsmanship, record, character and athletic contributions to the team(s) on which he or she played and/or coached.
 - E. As of the date of this Amendment, all qualified nominations shall stay active for a period of ten (10) years or until election/induction. After the 10 year period expires, the nominated person or team shall no longer be considered for enshrinement into the Hall of Fame.

4. Operations Committee Composition

1. It is anticipated that the Operations Committee shall have ten members and one non-voting school board member as a liaison. The Athletic director will serve as a consultant throughout the process on all matters and is an ex officio member of the Committee.
2. Nominations for membership to the Operations Committee will be submitted to the Committee Chairperson and presented to the Board of Directors ("Board") for approval prior to voting by the Operations Committee. Acceptance to the committee will be by a two-thirds (2/3rds) majority vote of a quorum of the then sitting Operations Committee members. Each member, upon leaving this Committee voluntarily, shall submit a written letter of resignation/termination thirty (30) days prior to date of said resignation/termination. The written letter shall be submitted to the Operations Committee Chairman.
3. The Athletic Director has the power and ability to suggest additions or deletions to the current Operations Committee, and followed by a two-thirds (2/3rds) vote of a quorum of the Committee.

A. Officers

1. Chairman
Duties:
 - a. Work closely with Athletic Director and Athletic Administrative Assistant in day to day operations regarding all matters involving the Hall of Fame.
 - b. Establish and coordinate meeting schedules for the Operations Committee.
 - c. Preside at all meetings of the Operations Committee.
 - d. Establish agendas for the Operations Committee.
 - e. Appoint sub committees as needed.
 - f. Present a budget for the Athletic Hall of Fame to the Athletic Director annually for approval.
2. Vice Chairman
 - a. Act as the Chairman in his or her absence, and assist the Chairman with any assigned duties.

- b. Carry out the duties of the Chairman when necessary.
 - c. If the duties of the Chairman and Vice Chairman cannot be carried out, or are not being carried out, the day-to-day operations shall be handled by the Athletic Director until a suitable replacement can be found.
 - 3. Recorder
 - Duties:
 - a. Record and keep minutes of meetings held.
 - b. Handle correspondence as requested by the Committee.
 - c. Work closely with the Athletic Administrative Assistant on all recorded matters involving the Hall of Fame.
- B. Functions of the Operations Committee
 - 1. The Operations Committee shall establish the policies and procedures of the Hall of Fame and shall enforce the existing By laws. These functions shall include, without limitation:
 - a. Setting the timetable for any events or ceremonies related to the Hall of Fame.
 - b. Preparing a budget for the Chairman to present to the Athletic Director.
 - c. Adopting policies for recognizing student-athletes and teams.
 - d. Screening applications for the Selection Committee.
 - e. Working closely as a Committee, with the Athletic Director to further the mission of the Hall of Fame.
 - f. Remaining objective in all matters regarding the Hall of Fame.
5. The Selection Committee.
 - A. Composition
 - 1. The Selection Committee shall consist of the following members, selected by the Operations Committee, with the term limitations listed:
 - One current member of Hershey High School coaching staff (1 year)

- One former member of Hershey High School coaching staff (1 year)
 - One Derry Township School District Administrator (2 years)
 - One Derry Township School District faculty member (3 years)
 - Two alumnus of Hershey High School (3 years)
 - Three members from the Operations Committee (1 year)
 - One inducted member of the Hall of Fame (2 years)
2. The Selection Committee shall review all Hall of Fame nominations recommended by the Operations Committee. No more than five (5) recipients (each team shall count as a single recipient) should be selected annually. In case of a tie, the Athletic Director will consult with the Chairman, and the rest of the Operations Committee to decide how to break the tie. If no suitable candidate in any particular year is nominated, no award shall be made that year. The workings of the Selection Committee shall remain confidential unless otherwise required by law. The Selection Committee will meet one day a year at a designated place and time to review nominations. The members should select a Chairperson to conduct the selection meeting. If no one is selected or no one can act as Chairperson, the Operations Committee Chairperson and/or Athletic Director can act as Chairperson for these proceedings.
 3. After the Selection Committee has completed its work, in accordance with the time schedules established by the Operations Committee, the Chairperson of the Selection Committee shall notify the Chairperson of the Operations Committee and/or the Athletic Director of their proposed selections. At this point, ALL of the proposed selections shall be turned over to Chairperson of the Operations Committee.

6. Process of Selection

- A. Functions of the Operations Committee following the Selection Committee's recommendation
 1. The Operations Committee, through its Chairperson

and/or the Athletic Director, will forward the names of the successful candidates to the District Superintendent to be noted on the agenda for approval by the School Board.

2. The Operations Committee, via the Athletic Director and/or Committee Chairperson will notify the recipients of the honor. The Operations Committee will also be responsible for coordinating the luncheon/ceremonies and all related events with the office of the Athletic Director.

7. Amendments

- A. Any proposed amendments to the By laws, or any new By laws, may be suggested by a majority of either the Operations Committee or the Athletic Director, but such amendments shall not be effective unless approved by the Board. The vote by the Board will take place at the first Board meeting following presentation of the proposed amendment.
- B. Proposed amendments shall be presented by the Athletic Director or the Chairperson of the Operations Committee to the Board for final approval.