

Hawthorne High School Athletic Hall of Fame

Constitution and By-Laws

Article I - Mission Statement

The purpose of the Athletic Hall of Fame shall be to honor the achievements or contributions of Hawthorne High School Alumni, Teams, Coaches, and others to HHS athletics.

Article II - Members, Officers, and Duties

Four Elected Officers: **Chairperson, Vice-Chairperson, Secretary, and Treasurer**

a) Chairperson

- Maintain all committee business, prepare meeting schedules, agendas, and call special meetings.
- Assign committee responsibilities.
- Initiate and handle all official communications between the HOF committee, school administration, and the general public.

b) Vice-Chairperson

- Conduct business meetings in the absence of the President.

c) Secretary

- Keep a record of organization minutes.
- Maintain all valid applications for nominations for induction into the HOF.

d) Treasurer

- Keep records of organization finances.
- Keep records of expenditures and revenues.

The initial HOF Committee shall consist of the four elected officers and a total membership of 10-12 members. In year one, the committee will elect the officers who will be elected bi-annually and serve a two-year term.

The committee members shall meet at least one of the following criteria:

- a) District Superintendent
- b) Athletic Director
- c) Alumni
- d) Current and past members of the Hawthorne High School coaching staff
- e) At-large community representatives

After the first year, the makeup of the committee will be reevaluated, and a determination will be made regarding the need to change the makeup of the committee

Terms of office for committee members shall be a minimum of 3 years. All eligible committee members shall have full voting privileges concerning committee action and must be members of the Booster Club. Furthermore, the committee shall review the Bylaws and make changes when appropriate.

Article III - Meetings

A minimum of fifty percent of the committee shall constitute a quorum to conduct regular, special, and voting meetings. The number of committee members in good standing will be determined at the beginning of each new year at the January meeting.

The HOF committee shall meet quarterly beginning in January and may meet more often as deemed necessary.

Article IV - Committee Membership / Responsibilities

All members are expected to be in attendance at all regular meetings, be actively engaged in the pursuit of the organization's objectives and goals, and fulfill the following committee responsibilities:

- Recommend and maintain procedures for the gathering and filing of historical information.
- Collect information from newspapers, school records, and personal witnesses.
- Develop and maintain an official HOF-designated area in Hawthorne High School.
- Recommend and maintain procedures for the induction ceremony.
- Propose a site and date for the induction ceremony.
- Arrange for guest speakers and management of the dais.

Lack of interest or fulfillment of responsibilities may result in removal from the Organization.

New members shall be elected to fill each vacancy created by resignation or removal for just cause (i.e., the inability to meet the requirements for good standing). Any said members shall be considered after going through an application process prior to being voted in. A resolution to elect a new member or for the removal of a member shall require sixty-six percent* of the votes of the membership present at such meetings.

Article V - Nomination Criteria

To be considered for the Hawthorne High School Athletic Hall of Fame, an Individual, Coach, Team, or Special Candidate must meet the following criteria:

- In general, the criteria for election to the Hawthorne High School Athletic Hall of Fame is excellence in athletic achievement during their career at Hawthorne High School or contributions to the Hawthorne High School Athletics Program.
- Nominees may be living or deceased.
- Athletes must be graduates of Hawthorne High School (except when extenuating circumstances prevent the athlete's graduation) and have been out of school for a minimum of 5 years. Individual state champion athletes will be given preference regarding induction into the HOF.
- Teams are eligible 5 years from the completion of their athletic season. State Championship teams will be given preference regarding induction into the HOF.
- Past coaches are eligible from the completion of coaching at the Varsity level at Hawthorne High School.
- Special candidates who have given meritorious service to Hawthorne athletic programs.
- The nominees must have exemplified the qualities of good citizenship and personal integrity throughout their careers.

Additional Factors for Consideration:

1. Individual Athlete:
 - a. Earned a Hawthorne High School athletic varsity letter
 - b. League/County/State/National Honors
 - c. Other achievements
2. Team
 - a. Team records or notable accomplishments
 - b. League/County/State Championships
3. Coach
 - a. Minimum of 5 years coaching at the Varsity level at Hawthorne High School
 - b. Coaching records or notable accomplishments
 - c. League/County/State Championships
 - d. Must have demonstrated character, good citizenship, and leadership throughout their career
4. Special Candidates / Contributors
 - a. Must have demonstrated loyalty, pride, and dedication to the tradition of the Hawthorne High School athletic program and/or made significant contributions to that program and/or to Hawthorne's athletic community.

Article VI - Nomination / Selection

1. Selection of nominees may be submitted to the HOF committee by anyone or by the committee members themselves. The HOF committee shall determine a final submission date every year.
2. All nominees shall be screened thoroughly by the HOF committee based on HOF criteria.
3. A member of the HOF committee will present each nominee to the committee for voting.
4. The HOF will conduct a preliminary election to establish the nominees who will be placed on the final election ballot. This preliminary election shall select no more than 10 individual athletes, four teams, four coaches, and two special candidates.
5. All applications of nominees not selected for induction shall remain in the permanent files with the Secretary for future consideration.
6. For entrance into the HOF, a nominee must receive seventy-five percent of the votes. All committee members in good standing must be present for the final vote unless extenuating circumstances prevail. In such a case, with the approval of the Chairman, the member(s) may submit a ballot by email only to the Chairman by noon of the voting day.
7. Candidates chosen for induction into the HOF will be honored at the annual Hall of Fame Awards Dinner Induction Ceremony.

Article VII - Final Selection / Voting

For voting eligibility, committee members must have attended seventy-five percent of all regular meetings. When a committee member has not met the aforementioned attendance requirement, the Chairperson will evaluate individual situations, and may decide on the member(s) privilege to vote. Where attendance is marginal, individual situations will be at the discretion of the Chairman.

As a guideline, maximum induction shall not exceed five individual athletes, two teams, two coaches, and one special award for a maximum total of 10 inductees to be honored at the Hall of Fame Awards Dinner Induction Ceremony.

The HOF will have an initial two-year rollout of inductees and then induct additional members every two years.

Committee members shall vote by ballot, but this may also be done electronically. The Chairman and Vice-Chairman shall tally the votes. If the Chairperson or Vice-Chairperson is not present, a committee member will be randomly selected via a drawing of one name of the members in attendance.

Article VIII - Induction / Awards Ceremony

The Hall of Fame Awards Dinner Induction Ceremony site and date will be determined at the discretion of the HOF Committee.

Below are the links to the Google nomination forms. These forms will be shared via email and social media and accessible on the Hawthorne Public Schools website.

[Hawthorne High School Athletic Hall of Fame Nomination Form \(Athlete\)](#)

[Hawthorne High School Athletic Hall of Fame Nomination Form \(Coach\)](#)

[Hawthorne High School Athletic Hall of Fame Nomination Form \(Team\)](#)

[Hawthorne High School Athletic Hall of Fame Nomination Form \(Special Award\)](#)