



# Saddle Brook Public Schools

355 Mayhill Street  
Saddle Brook, NJ 07663

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## Saddle Brook High School - Home of the Falcons

### Hall of Fame Constitution and By-Laws

A) Organization - The organization shall be known as the "Saddle Brook High School Athletic Hall of Fame." Its sole purpose shall be to honor outstanding athletic accomplishments made by alumni, coaches, teams and other individuals who have made a significant contribution to the athletic programs of Saddle Brook High School.

B) Meeting - A majority of the membership present shall constitute a quorum for a regular meeting.

C) Officers - There shall be a Chairman, President, Vice President, Secretary & a Treasurer. Terms of office shall be for one (1) year starting on July 1 and ending on June 30. Officers may serve any number of successive terms.

1. Chairman -Will be a representative of the Saddle Brook District Administrative team.

a. Oversee Officers & Committee..

2. President-

a. maintain all committee business in compliance with organization procedures.

b. prepare meeting schedules, agendas and call special meetings.

c. make committee assignments.

d. initiate and handle all official communications between committee members, school administration and the public.

3. Vice President-

a. serve as ex-officio member on all standing committees.

b. require such reports as may be necessary.

c. perform such other duties as shall be required of him by resolution and the committee.

4. Secretary-

a. keep a record of organization meetings.

b. keep a record of organization correspondence.

c. conduct business meetings in the absence of the chairman.

d. serve as ex-officio member on all standing committees.



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e. perform such other duties as shall be required of him by resolution of the committee.

## 5. Treasurer-

a. keep a record of organization finances.

b.. serve as custodian of organization funds kept on deposit in a banking institution selected by the organization.

c.. keep a record of expenditures according to the procedures established by the organization.

D) Executive Committee - The organization shall consist of the Chairperson, President, Vice President, Secretary/Treasurer and an equal number of executive representatives from the Saddle Brook Alumni and representatives from the Saddle Brook School District preferably but not limited to members of the Athletic Department and high school administration.

A member to remain in good standing is expected to be in attendance at all regular meetings, fulfill committee responsibilities, and be actively engaged in the pursuit of the organization's objectives and goals. Lack of interest, participation, or fulfillment of responsibilities may result in the removal from the organization.

New members shall be admitted to fill each vacancy created by resignation or removal for just cause. A resolution to admit a new member or for the removal of a member shall require two-thirds (2/3) vote of the membership present at a regular meeting in order to be deemed an official action. Members shall continue to serve at their own discretion until such time that they can no longer fulfill their obligation unless the organization removes them for just cause.

E) Other Committees - All other committees will be determined by the chairperson as he/she feels is in the best interest of the organization (finance, dinner, awards, etc.)



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## Nomination Criteria - Athletic

### I. Athletes: Individual/All around

- a) Graduate of Saddle Brook High School
- b) Earned an athletic varsity letter
- c) High moral character and has made a significant contribution to his or her school and community.
- d) Eligible ten (10) years after he/she has graduated.
- e) Factors for consideration:
  - 1. Number of Saddle Brook High School Letter Awards
  - 2. conference/league recognition
  - 3. county recognition
  - 4. state recognition
  - 5. national recognition
  - 6. other achievements

### II. Coaches:

- a) In order to be considered as a candidate, the individual must have been a member of the Saddle Brook High School coaching staff for a minimum of five (5) years.
- b) other factors for consideration:
  - 1. number of years coached at Saddle Brook High School
  - 2. coaching record
  - 3. number of championships
  - 4. other achievements, criteria

### III. Team:

- a) Saddle Brook Varsity Team
- b) Eligible ten (10) years after the team has graduated
- c) Factors for consideration:
  - 1. conference/league recognition
  - 2. county recognition
  - 3. state recognition (NJSIAA or Star Ledger Newspaper selection)
  - 4. national recognition
  - 5. team record



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## 6. Championships

IV. Special Contributor - In order to qualify as a special contributor, the individual must have portrayed loyalty, pride, and dedication in the tradition of the Saddle Brook High School academic program and made a significant contribution to the program.

### F) Procedures:

#### 1. For Nomination -

- a. Candidates are recommended on an official nomination form.
- b. Nomination forms are available upon request.
- c. Applications will receive an initial screening.
- d. All applications will be in possession of the committee chairman. A due date to accept nominations will be determined by the committee.

#### 2. For Selection -

- a. All applications shall be forwarded to the chairman for presentation to the membership at a regular meeting.
- b. Applications will be classified as to worthiness - "A", "B", "C", by a majority vote.
- c. Upon official acceptance as a valid application, the said application shall remain in the permanent files for possible selection for a future induction.
- d. Additional background information on all applications rated "A" shall be gathered by the general membership.
- e. All "A" nominees will be placed on the final ballot where each will be voted upon.

### G) Final Selection Guidelines

#### 1. The first official induction shall be the following:

- a. Athletic - (TBD) total in number includes athletic, coach, special contributor and teams.

#### 2. The number of inductees in succeeding years will be determined by the Executive Committee.

#### 3. Each member of the sub-committee will place a check in the front of each selection on the final ballot.



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4. A nominee must have a majority vote to be elected.

H) Awards - Each inductee will receive an appropriate award and a plaque which will be erected in the Saddle Brook Middle/High School Gymnasium Corridor (Hall Of Fame Corridor).

**Chairman:** Chris Ianneillo

**President:** Vincent Laurentino

**Vice President:** Taryn DiGiacomo

**Secretary:** Deandra Donato/Sandra Meyers

**Treasurer:** Keith Collova