



“High Flyers”

## **FARIBAULT FALCON DISTINGUISHED ALUMNI AWARD ~BY-LAWS~**

**Faribault Public Schools I.S.D #656**

### **MISSION STATEMENT “To recognize, honor, and inspire”**

It is the purpose of the Faribault Falcon Distinguished Alumni Award to honor graduates of Faribault High School for notable achievements and contributions through their service activities, extraordinary professional accomplishments, or volunteer work. By selection for this award, they bring honor and respect to the quality education provided by Faribault Schools, and they inspire future graduates to high achievement.

### **CRITERIA FOR SELECTION**

1. The award nominee must be a Faribault High School graduate.
2. The candidate must have graduated at least 10 years prior to nomination.
3. Criteria for consideration include attaining high achievement in:
  - a. Personal and/or Professional life
  - b. Community Service
  - c. Humanitarian Activities

### **ORGANIZATION STRUCTURE**

The Faribault Falcon Distinguished Alumni Award is a non-profit organization. (ID #45-2361456)

A dedicated Steering Committee guides and facilitates the Faribault Falcon Distinguished Alumni Award program and oversees the mission, financial management, record keeping, and publicity of the organization. The Steering Committee consists of members from both education and the community. The committee has a minimum of 5 members, each serving for 3 years; however, they may serve additional terms. New members will be approved by the Steering Committee.

## **SELECTION COMMITTEE**

An ad hoc committee appointed by the Steering Committee will review applications, assess nominees' qualifications based on selection criteria provided by the Steering Committee, and choose award winners. The Selection Committee will be comprised of 5 or more members representing the Faribault Schools, the Steering Committee, and the local community. Members will serve for 3 years; however, they may serve additional terms.

## **NOMINATION AND SELECTION PROCESS**

1. Nomination forms are available from Steering Committee members, the District Administration office, and on the Faribault Public Schools website.
2. Nominations may be made by any interested individual and should be mailed to the address on the application.
3. All nominations will remain confidential.
4. The Selection Committee will meet annually to select award winners.
5. The Steering Committee and/or Selection Committee may contact the nominee or the person submitting the application to request further information.
6. The Selection Committee will review nominations and choose the number of award winners suggested by the Steering Committee.
7. Nominations submitted by January 1 will be eligible for consideration in that year's awards.
8. Nominations not selected will be kept on file for consideration in future years.

## **RECOGNITION AND AWARDS**

1. The recognition and presentation of award winners will take place at a designated ceremony and reception.
2. The Selection Committee and Steering Committee will be responsible for scheduling, planning, and conducting the award ceremony and reception for the winners, their families, and interested members of the schools and community.
3. Faribault Falcon Distinguished Alumni Award winners will receive a gift as a memento of this recognition.
4. Names and photos of award winners will be displayed in a prominent location at Faribault High School.

## **AMENDMENT PROCEDURE**

The by-laws of the FARIBAULT FALCON HIGH FLYER ALUMNI AWARD committee may be amended by a majority vote of the Steering Committee.

Approval Date: April, 2016