

Bay City Independent School District Distinguished Alumni Awards Program

Guidelines and Procedures

Purpose of the Distinguished Alumni Awards Program

To recognize and honor all former graduates of the Bay City Independent School District (Bay City High School & Hilliard High School) whose achievements, strengths of character and citizenship serve as models to inspire and challenge today's students.

Goal 1: To honor Bay City ISD (Bay City High School /Hilliard High School) graduates who have distinguished themselves, and in doing so, brought honor and/or positive recognition to our school district and community.

Goal 2: To bring positive attention and publicity to the quality of Bay City ISD by highlighting successful graduates.

Distinguished Alumni Awards Committee

The Awards Committee shall be a standing committee of seven (7) members.

1. Two Bay City High School/Hilliard High School Graduates,
2. One Board of Trustee member,
3. Four residents of Matagorda County.

Each committee member shall serve for a four (4) year term (two award periods), with terms running from the conclusion of one Awards Ceremony through the implementation of the next Award Ceremony. Three or four members shall rotate off every other year in even-numbered years. The Bay City ISD Distinguished Alumni Committee shall name the new committee members. Past committee members must be off the committee for two years before re-election.

The Superintendent of Bay City ISD and the Chief Communications Officer shall serve as ex-officio members of the Committee, without voting rights. The Committee with majority rule will appoint replacements for vacant unexpired terms. The Bay City ISD Communications Department shall maintain all records or files and act as archivist for the Awards Program.

Nominating Procedure

1. Any person may submit a nomination for consideration to the Awards Committee.
2. Submittal of the completed nomination form provided by the Awards Committee is required.
3. Nominations will be accepted until 4:00 p.m. on the third Wednesday in May, in even-numbered years.

Nomination forms are available on line at www.bcblackcats.net at the Communications Department subsite, or may be picked up at the Bay City ISD Administration Building reception desk or the BCISD Communications Dept at 520 7th Street, Bay City, TX 77414. Forms may also be requested by calling the Communications Dept at 979-401-1083, or by emailing asлива@bcblackcats.net.

The committee is not responsible for nominations lost in the mail, delivered to the wrong location, not legible, missing pertinent information, or those received after the nominating deadline.

Eligibility for Awards

1. The Distinguished Alumni Award shall be open to any alumnus or alumna who graduated from Bay City High School or Hilliard High School and is at least thirty-five (35) years of age at the time of nomination. Awards for alumni will be given for achievement in various fields of service including, but not limited to, the fine or performing arts, business, education, entertainment, law, medicine, military, philanthropy, politics, public service, religion, scholarship and science.
2. Awards may be given posthumously and, in such instances, there shall be no age requirement.
3. No current member of the Awards Committee shall be eligible for an Award.
4. Current employees, or present Board Members of the district, are not eligible for consideration. Former students, teachers, administrators, trustees who are BCISD graduates are eligible, but all employees do not become eligible until they are former employees.

Selection Procedure

1. The Awards Committee shall receive and review each nomination. Award Honorees shall then be selected by the Awards Committee. No fewer than five (5) Awards Committee members shall be present for this selection. Proxies shall not be permitted.
2. In each year, no more than twelve (12) awards can be given.
3. The Awards Committee reserves the right to reject any or all nominations.
4. Individuals nominated for an award, and not chosen, shall remain nominees for two (2) additional award periods; after which, the nomination may be resubmitted for consideration.

Formal Notification and Receipt of an Award

1. Following the Awards Committee balloting, each Award *Honoree* shall receive a letter signed by the Superintendent of Schools, informing the *Honoree* of his or her election. Each Award *Honoree* shall submit the following: a **current** 5 X 7 photograph (not to be returned), a brief personal statement/acceptance, and a condensed version of career highlights for publication.
2. The award must be accepted in person or as approved by the Awards Committee. Posthumous Awards shall be accepted by a member of the designee's immediate family or by a person deemed acceptable to the Awards Committee.

Distinguished Alumni Awards Reception and Recognition

Recognitions will be made during halftime at a designated football game. A special insert with honorees will accompany the football game program.

1. Honorees shall be announced at a place and time to be scheduled semi-annually. They will be guests of honor at the Distinguished Alumni Reception.
2. The form of the award shall be determined by the Awards Committee.

Permanent Recognition for Distinguished Alumni

1. Honorees' pictures, brief biography and statement, will be temporarily displayed in the high school library and then permanently displayed in the Bay City ISD Administration Building Multipurpose Room.