

## **Summit High School NHS Bylaws:**

### **Article I: NAME AND PURPOSE**

Section 1—The name of this chapter shall be the Summit High School Chapter of the National Honor Society of Secondary Schools.

Section 2—The purpose of this chapter shall be to promote service, leadership, and integrity of our school and community.

### **Article II: MEMBERSHIP**

Section 1—Membership in this chapter shall be known as active and graduate. Active members become graduate members at graduation. Graduate members have no voice or vote in chapter affairs.

Section 2—Membership in this chapter is an honor bestowed upon deserving students by the faculty, and shall be based on the criteria of scholarship, service, leadership, and character.

Section 3—Eligibility

a. Candidates eligible for selection to this chapter must be members of the sophomore or junior class.

b. To be eligible for selection to membership in this chapter, the candidate must have been in attendance for a period of one semester at Summit High School.

c. Candidates eligible for selection to the chapter shall have a minimum cumulative un-weighted GPA of 3.5 (out of 4.0). This scholastic level of achievement shall remain fixed, and shall be the required minimum level of scholastic achievement for admission to candidacy. All students who can rise in scholarship to or above such standard may be admitted to candidacy for selection to membership.

d. Upon meeting the grade level and GPA standard requirements, candidates shall then be considered based on their leadership, scholarship, service, involvement in extracurricular activities, etc.

### **Article III: SELECTION OF MEMBERS**

Section 1—The selection of members to this chapter shall be by their application which is based on a point system that awards points to the following areas: G.P.A., scholarship, service, leadership, and character. The acting executive council will annually review this point system and make the point system public.

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Section 2—Prior to selection, the following shall occur:

a. Students' academic records shall be reviewed to determine scholastic eligibility.

b. The Executive Council shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser.

c. The Executive Council shall review the Student Activity Information Form and faculty evaluations in order to determine membership. Members may be eligible to join if they do not meet the required points only if two thirds of the Executive Council permits them to join. Members who meet the required points may also not be able to join if two thirds of the Executive Council disqualifies them. Final approval by the Executive Council is mandatory.

Section 3—The selection of new active members shall be held once a year during the end of the first semester of the school year.

Section 4—Candidates become members when inducted at a special ceremony.

Section 5—Once selected and inducted, all members are expected to maintain the standards by which they were selected and maintain all obligations of membership.

Section 6— Upon request, an active member of the National Honor Society who transfers from this school to another will be given a letter indicating the status of his or her membership and signed by the principal or chapter adviser.

Section 7—An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter. The Executive Council shall grant to the transferring member one semester to attain the membership requirements and, thereafter, this member must maintain those requirements for this chapter in order to retain his or her membership.

#### **Article IV: DISCIPLINE AND DISMISSAL**

Section 1—Any member who falls below the standards of scholarship, leadership, character, or service may be considered for dismissal from the Summit High School chapter of the National Honor Society. A member of the National Honor Society is expected to maintain his or her academic standing and take an active role in service and leadership to his or her school and community.

Section 2—If a member's cumulative GPA falls below the standard in effect when he or she was selected (3.5), he or she will be given a written notification and will automatically be considered for dismissal. Within the written warning is an option to meet with the Faculty Adviser to explain any extenuating circumstances (for example: an incomplete grade that is being made up).

Section 3—If a member fails to perform any of the published obligations of membership, he or she will be given a written warning and a time period for improvement. If the obligation remains unmet at the end of the warning period, the student will be subject to further disciplinary action by the Executive Council, which may include dismissal from the chapter.

Section 4—Violation of the law or school regulations can result in dismissal of a member. These violations include, but are not limited to, DWI; stealing; destruction of property; cheating; truancy; or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities.

Section 5—Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absence, excessive tardiness, etc.) will receive written warning notification. A conference may be requested by either party (Executive Council, student, or parent). If the member is involved in another violation of the school conduct code, the member may be considered for dismissal.

#### Section 6—

a. The Summit High School Chapter of the National Honor Society of Secondary Schools shall use a "strike" system. Members will be considered for dismissal if three strikes are earned in any one semester.

b. Members may receive a strike if they obtain an unexcused absence to a meeting, turn in hours late, or other pre-determined reasons pertaining to specific activities, which shall be agreed upon by the chapter.

c. Failure to turn in any volunteer service hours at the end of each semester will automatically result in three strikes.

#### Section 7—In all cases of pending dismissal:

a. The member will receive written notification indicating the reason for possible dismissal from the adviser or Executive Council. The member and adviser will discuss the written notification in a conference. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written warning although a hearing must still be held (see below).

b. The member will be given the opportunity to respond to the charge against him or her at a hearing before the Executive Council prior to the vote on dismissal. The Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member.

c. The results of the Executive Council vote will be reviewed by the principal and then, if confirmed, expressed in a letter sent to the student, parents, and principal. Dismissed members must surrender any membership emblems to the adviser.

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d. The Faculty Council's decision may be appealed to the building principal and afterwards through the school district discipline policy.

e. When a student is dismissed or resigns, he or she is no longer a member and may not be reconsidered for membership in the National Honor Society.

Section 8—In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

#### **Article V: OFFICERS**

Section 1—The officers of the chapter shall be president, vice president, secretary, community service coordinator, and public relations.

Section 2—Student officers shall be elected at the last meeting of each school year. All returning active members are eligible to run for a position as an officer. All active members of the chapter are eligible to vote.

Section 3—A majority vote shall be necessary to elect any officer of this chapter. If the first vote does not yield a majority, a second vote shall be taken of the two candidates receiving the highest number of votes. The following duties should reflect the responsibilities developed for officers in the local chapter:

Section 4—It shall be the duty of the president to preside at the meetings for this chapter.

Section 5—The vice president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service.

Section 6—The secretary shall keep the minutes of meetings and be responsible for all official chapter correspondence.

Section 7—The community service coordinator shall coordinate all community service projects.

Section 8—The public relations officer shall maintain Summit's National Honor Society webpage and bulletin board.

#### **Article VI: EXECUTIVE COUNCIL**

Section 1—The Executive Council shall consist of the faculty adviser and the chapter officers.

Section 2—The Executive Council shall have general charge of the meetings and the business of the chapter, but any action by the Executive Council is subject to the review of the chapter members.

Section 3—At least one Executive Council member must be in attendance at major NHS projects (i.e. clothing/blood drives, dances, etc.).

#### **Article VII: MEETINGS**

Section 1—Meetings of this chapter shall be monthly. Executive Council members shall meet weekly or as often as deemed necessary by the Faculty Adviser.

Section 2—This chapter shall conduct its meetings according to Robert's Rules of Order.

#### **Article VIII: ACTIVITIES**

Section 1—The chapter shall determine one or more service projects for each year.

Section 2—All members shall regularly participate in these projects. **All members must have at least five group hours and seven other hours (group or individual) for a total of twelve hours every semester.**

Section 3—These projects shall have the following characteristics: fulfill a need within the school or community; have the support of the administration and the faculty; be appropriate and educationally defensible; and be well planned, organized, and executed.

Section 4—Each member shall have the responsibility for choosing and participating in an individual service project that reflects his or her particular talents and interests and as approved by the chapter adviser. This is in addition to the chapter projects to which all members contribute.

Section 5—The chapter shall publicize its projects in a positive manner.

## **Article IX: EMBLEM**

Section 1— Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall have the privilege of wearing the emblem adopted by the National Honor Society

Section 2— Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter. (If the members purchased such emblems, the chapter is obligated to reimburse the student for said expense.)

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Section 3— Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor cords or other insignia adopted at the local level at graduation.

## **Article X: DUES**

Section 1— Dues for this chapter shall be a twenty-five dollar joining fee (one-time).

Section 2— Dues will be payable to the faculty adviser and/or school accountant within 30 days of induction.

Section 3 – If a member has a financial hardship and is unable to pay the one-time joining fee, he/she may speak with the Faculty Adviser and the fee may be dismissed.

Section 4 – Fees will be used to fund: the induction ceremony, cords for graduation, supplies for service activities, print costs, club celebrations, and other activities approved by the chapter.

## **Article XI: POWERS**

Section 1—The faculty adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 2—The principal shall reserve the right to approve all activities and decisions of the chapter.

Section 3—These bylaws are designed to amplify provisions of the national constitution and cannot contradict any components thereof. The chapter is obligated to adhere to the provisions of the national constitution in all activities it undertakes.

## **Article XII: JOINING**

Section 1 - Members must turn in fees and contracts.

Section 2 - Members must attend induction ceremony unless conflicts of time are discussed with Executive Council and/or faculty adviser.

Section 3 - A letter must be sent to the applicant informing them of their admission.

## **Article XIII: AMENDMENTS**

Section 1—These bylaws may be amended by a two-thirds vote of the chapter, provided notice of the proposed amendment has been given to members at least one month prior to the vote. The exceptions are selection and discipline, which are developed by the Faculty Council with the approval of the principal.

Section 2—Bylaws and amendments must be consistent with the constitution of the National Honor Society.

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