

BY-LAWS: NATIONAL HONOR SOCIETY

ARTICLE I: NAME AND PURPOSE

Section 1. The name of this chapter shall be the Blessed William Joseph Chaminade Chapter of the National Honor Society of North Catholic High School.

Section 2. The purpose of this chapter shall be to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership, and to encourage the development of character in students of North Catholic High School.

ARTICLE II: MEMBERSHIP

Section 1. Membership in this chapter shall be known as active, honorary, and graduate. Active members become graduate members at graduation. Graduate and honorary members have no 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 North Catholic High School. (This requirement may be waived by the Faculty Council for an individual student.)
- c. Students must have achieved a minimum cumulative GPA of 4.25 (weighted) to be eligible for candidacy. Students must also have no grades lower than an 80% in that academic year. Previous academic years will not be checked for the 80% minimum grade requirement. This scholastic level of achievement shall remain fixed, and shall be the required minimum scholastic level of 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 by the Faculty Council.
- d. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be considered based on their service, leadership, and character--qualities that reflect our Marianist ideals. This process will occur after grades are finalized for the second quarter of each school year.

ARTICLE III: SELECTION OF MEMBERS

Section 1. The selection of members to this chapter shall be by a majority vote of the Faculty Council consisting of five faculty members appointed by the principal. The members of the Faculty Council will remain anonymous to the public and the students. The chapter adviser shall

be the sixth, non-voting, ex-officio member of the Faculty Council. Prior to notification of any candidates, the chapter adviser shall review with the principal the results of the Faculty Council's deliberations.

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

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. Students who are eligible scholastically ("candidates") shall be notified and asked to complete and submit the Candidate Form for further consideration for selection.
- c. Students must have 20 hours of service per semester, or a minimum of 40 hours of service per year enrolled in at NC. Therefore, a sophomore who has attended NC since their freshman year should have 3 semesters' worth of hours, or 60 hours. Juniors should have 100 hours. Applicants must document each of their service activities and provide contact information for activity sponsors to include sponsor name, phone, and email address. Students may use any service hours from the day after the completion of the 8th grade year to the time of application.
- d. The Faculty Council shall review the Candidate Form in order to determine membership.
- e. Discipline records will be reviewed for eligibility. If a student plagiarized or cheated during that academic school year, they will not be eligible for NHS during that school year. However, if a student had an incident of cheating/plagiarism and does not cheat/plagiarize for a year, they will be eligible for candidacy. (i.e. A student cheats during sophomore year and is ineligible for NHS during their sophomore year. The student does not cheat during their junior year. If they continue to meet the GPA requirement for candidacy, they will then be eligible their junior year).
- f. Candidates completing the Candidate Form will be required to make a 2-minute, formal presentation to the administration team and NHS faculty adviser. This presentation will be videoed for review by the NHS Faculty Council. During this presentation, eligible candidates will highlight one leadership role and at least one service activity.

Section 3. The selection of new, active members shall be held once a year after the completion of grades for the 2nd quarter of the school year.

Section 4. Candidates become members when inducted at a special ceremony during Academic Awards Night.

Section 5. An active member of the National Honor Society who transfers from this school will be given a letter indicating the status of his/her membership and signed by the Principal.

Section 6. An active member of the National Honor Society who transfers to this school will be *automatically* accepted for membership in this chapter. The Faculty 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/her membership.

ARTICLE IV: DISCIPLINE and DISMISSAL

Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from the Blessed William Joseph Chaminade Chapter of the National Honor Society of North Catholic High School. A member of the National Honor Society is expected to maintain his/her academic standing and take an active role in service and leadership to his/her school and community.

Section 2. If a member's cumulative grade point average falls below the standard in effect when he/she was selected, he /she will be given a written warning and a time period for improvement. If the cumulative grade point average remains below standard at the end of the warning period the student will be subject to further disciplinary action by the Faculty Council that may include dismissal from the chapter.

Section 3. Violation of the law or school regulations can result in dismissal or in the withholding of induction of a member or candidate. These violations include, but are not limited to DUI, stealing, destruction of property, or possession, selling, or being under the influence of drugs or alcohol. Even if these offenses occur off of school grounds or not during the school day, members and candidates can still be held accountable. The prevention of induction can be made permanent based on the discretion of the Faculty Council.

Section 4. 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 (Faculty Council or student/parent). If the member is involved in another violation of the school conduct code, the member may be dismissed.

Section 5: Failure to maintain the service standard of a total of 40 hours of service per year will result in disciplinary action. The deadline for the service hours will be set by the adviser and coincide with the school service due date requirement set forth by the North Catholic Religion Department.

Section 5. In all cases of pending dismissal:

- a. The member will receive written notification indicating the reason for possible dismissal from the adviser/Faculty 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/her at a hearing before the Faculty Council prior to the vote on dismissal (in accordance with due process identified in Article X of the National Constitution). The member has the opportunity to present his/her defense either in person or in writing. 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 Faculty 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.
- 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/she is no longer a member and may never again be considered for membership in the National Honor Society.

Section 6. 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, and treasurer. The president must be a rising senior. The other officers may be either a rising senior or junior.

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

Section 3. Voting shall be by secret ballot. 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.

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 service coordinator will help plan the chapter's service activities and will keep track of service hours for the club's members.

Section 8: The tutoring coordinator will be in charge of recording when members have study halls and making sure that list is up to date so that NHS students can be matched to students who need tutoring. They are also responsible for coordinating after-school tutoring and attending those meetings.

ARTICLE VI: EXECUTIVE COMMITTEE

Section 1. The executive committee shall consist of the faculty adviser and the chapter officers.

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

ARTICLE VII: MEETINGS

Section 1. Meetings of this chapter shall be on an as-needed basis.

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

Section 3. All chapter members are expected to attend all regularly-scheduled chapter meetings.

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.

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 participating in peer tutoring that NHS offers to the school. Additionally, each member must participate in the fall and spring service projects conducted by NHS. Unless otherwise noted, the fall service project will be helping at the Speech and Debate tournament held at the school which occurs on the first Saturday in December. Students unable to attend the service events will have to do an alternative form of service approved by the sponsor.

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.

Section 3. Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor cords at graduation.

ARTICLE X: DUES

Section 1. New member dues for this chapter shall be fifteen dollars.

Section 2. Dues will be payable to the chapter adviser prior to induction.

ARTICLE XI: POWERS

Section 1. The chapter 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: AMENDMENTS

Section 1. These by-laws may be amended by a majority vote of the Faculty Council and with the approval of the principal.

Section 2. By-laws and amendments must be consistent with the Constitution of the National Honor Society.

Date: updated January 2019 and approved by the Faculty Council.

Signatures: Chapter President, Secretary, Adviser, Principal

Statement of non-discrimination: The Chapter of NHS maintains policies and practices that are designed to prevent discrimination against any qualified candidate or member on the basis of race, color, religion, ancestry, national origin, gender, sexual orientation, and disability. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.