

## **ARTICLE I: NAME AND PURPOSE**

Section 1. The name of this chapter shall be the Mount Horeb High School Chapter of the National Honor Society.

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 Mount Horeb 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, junior, or senior 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 Mount Horeb High School.
- c. Candidates eligible for selection to the chapter shall have a minimum cumulative grade point average of 3.75 (out of 4.0; unweighted grade point average). 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.
- d. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be invited to apply and considered for membership based on their service, leadership, and character.

## **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 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. Students who wish to appeal the non-selection decision shall provide a written statement to the principal within 5 days of receiving a non-membership letter.

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

- a. Students' academic and disciplinary records shall be reviewed to determine eligibility.
- b. Students who are eligible scholastically ("candidates") shall be notified and asked to complete and submit an application for further consideration for selection.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser.
- d. The Faculty Council shall review the application forms, essays, and faculty and service evaluations in order to determine membership.

Section 3. The selection of new, active members shall be held once a year during the second semester of the school year.

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

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 advisor.

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 Mount Horeb High School chapter of the National Honor Society. 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 (3.75), 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 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 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. 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 as he/she chooses. 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, historian, and treasurer. These officers will be elected as an officer board and share all responsibilities.

Section 2. Student officers for the following year shall be elected in March. 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. 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. [Note: Chapters can use plurality in determining the outcome of elections as an alternative to this requirement for a majority vote.]

[Note: The following duties should reflect the responsibilities developed for officers in the local chapter.]

Section 4. Officers will share responsibilities including, but not limited to, presiding over meetings of this chapter, keeping records of members' contributions to leadership and service, keeping minutes, correspondence, and financial transactions. Responsibilities will be determined at an officer meeting held prior to a full NHS meeting.

#### **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 monthly. With service project specific meetings held twice in the month leading up to the event.

Section 2. This chapter shall conduct its meetings as the adviser and officers see fit.

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

Section 4. Members must be present for a minimum of 80% of chapter meetings.

#### **ARTICLE VIII: ACTIVITIES**

Section 1. The chapter shall determine two or more service projects for each year (one per semester is required).

Section 2. All members shall 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 choosing and participating in an individual (minor) service project which 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. Members must submit documentation of at least 20 hours of individual service to the advisor by no later than April 15th

Section 5. The chapter shall publicize its projects in a positive manner. Photos may be shared on social media sites.

#### **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 stole at graduation.

## **ARTICLE X: 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 XI: AMENDMENTS**

Section 1. These by-laws may be amended by a 2/3 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 Articles II, III and IV (selection and discipline), which are developed by the Faculty Council with the approval of the principal.

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

NOTE: Additional Articles can be added as needed. It is often convenient to have the last Article dealing with Amendments.

**Date:** 3/16/2023

**Signatures:** Chapter Officers, 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.