

# **BYLAWS OF THE SOLANCO CHAPTER OF THE NATIONAL HONOR SOCIETY**

## **Article I: Name and Purpose**

- Section 1: The name of this chapter shall be the Solanco High School Chapter of the National Honor Society.
- Section 2: The object of this chapter shall be to create enthusiasm for scholarship, stimulate a desire to render service, promote worthy leadership, and encourage the development of character in the students of Solanco High School.

## **Article II: Membership**

- Section 1: Membership in local chapters is an honor bestowed upon a student. Selection for membership is by a Faculty Council and based on outstanding scholarship, character, leadership, and service. Once selected, members have the responsibility to continue to demonstrate these qualities throughout their entire membership. All members will be required to complete five hours of community service each marking period for a total of 20 hours for the year. All service will be documented. This service is in addition to any NHS sponsored service projects. Failure to fulfill this service or falsification of the service documents will result in immediate consideration for dismissal as per Article IV.
- Section 2: Membership shall be known as active, honorary and graduate. Active members shall become graduate members at graduation. Graduate members shall have no voice or vote in chapter affairs.
- Section 3: The Faculty Council shall reserve the right to award honorary memberships to school officials, principals, teachers, NHS advisors, adults, students with disabilities, or foreign exchange students in recognition of achievement and/or outstanding service rendered to the school in keeping with the purposes of the National Honor Society. Honorary members shall have no voice in chapter affairs.
- Section 4: Candidates become members when inducted at a special ceremony.
- Section 5: Members who are seniors in good standing are eligible to be nominated

by their chapter to compete in the National Honor Society Scholarship Program.

Section 6: 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, signed by the principal.

Section 7: An active member of the National Honor Society who transfers to Solanco High School shall be accepted into this chapter when accompanied with a letter indicating the status of his/her membership signed by their previous principal. This transfer member must henceforth, maintain the membership requirements of the Solanco chapter in order to retain National membership.

Section 8: Members who resign or are dismissed are never again eligible for membership or its benefits.

### **Article III: Selection of Members**

Section 1: To be eligible for membership the candidate must be a member of those classes (junior, senior) designated as eligible in the chapter bylaws. (Freshmen and sophomores are not eligible.) Candidates must have attended Solanco the equivalent of one semester. Some candidates may be ineligible for induction due to the semester ruling. The Faculty Council may waive the semester regulation based on the recommendation of the previous principal.

Section 2: Candidates eligible for selection shall have maintained a cumulative scholastic average of 3.5. Any student who can meet this scholastic criteria shall then be considered for membership on the basis of their character, leadership, and service.

Section 3: The eligibility list shall be determined in the following manner:

1. Every subject that the student completes will be accredited.
2. Grades will be used to formulate an averaged GPA.
3. Grades updated within ten days of the end of the marking period are accepted as final.
4. A candidate must fulfill all school requirements which make him/her eligible for a diploma.

Section 4: Candidates will be selected at the end of the second semester each year. The induction ceremony will be held in late November or early December of each year. No other induction ceremony will be held during the year.

Section 5: Qualifications for character

1. Character will be based on the following attributes:
  - a. Respect for others.
  - b. Dependability – meets individual pledges and responsibilities.
  - c. Honesty – demonstrates highest standards of attributes toward honesty and reliability with self and others.
  - d. Exercises emotional stability and self-control.
  - e. Industry – completes required tasks to the best of his/her abilities and seeks additional work.
  - f. Cooperation – shares in group activities for mutual benefits.
  - g. Upholds principles of morality and ethics.
  - h. Neatness – demonstrates neatness of personal appearance and property.

Section 6: Qualifications of leadership:

1. Demonstrates leadership in promoting school activities.
2. Demonstrates leadership in the community.
3. Demonstrates leadership in the classroom.
4. Successfully holds school offices and positions of responsibility.
5. Exemplifies qualities and attitudes which are a silent influence on others.
6. Candidates must provide a written statement from an adult who has witnessed the student serve in a leadership role. An advisor of a school club or activity may provide the statement. Leaders of community services or organizations may also provide a written statement attesting to the leadership experience for the candidate. Students who hold managerial positions at work as verified by their employers may also qualify under the leadership component.

Section 7: Qualifications for service

1. Willingly gives his/her time, energies, and abilities to the Solanco High School.
2. Willingly gives his/her time, energies, and abilities to the community.

3. Candidates must provide documentation of ten hours of community service or participate in three service projects. The name, phone number, statement, and signature of the supervising adult(s) will document such service.

Section 8: Method of selection of members

1. The list of students who are scholastically eligible based on GPA will be compiled by the office. Students will be sent a letters inviting them to activate their candidacy. Candidate packets will be available in the high school office. The Faculty Council will evaluate all the candidate for membership in the National Honor Society.
2. Each candidate shall be evaluated in all the areas required to be a successful honor society candidate. Each candidate must receive a positive rating from a minimum of five (5) professional staff members and students with three (3) or more negative ratings from other professional staff members will be removed from consideration. Any teacher can rate a proposed candidate if there has been contact with the candidate either in class or an extra-curricular activity. Information provided by the faculty will be presented to the Faculty Council for consideration.
3. The principal will review the list of those candidates recommended for membership and candidates passing both reviews will be presented to the entire faculty prior to invitations to the Induction Ceremony being sent to the students and their parents. Any student not passing the principals review will be resubmitted to the Faculty Council with explanation for further consideration.

Section 9: Challenge of membership

1. Any member of the professional staff may challenge the membership of any active member who falls below the standards which were the basis of his/her election to membership. The Faculty Council will then review that individual case.
2. Any member who falls below the standards which were the basis of his/her election shall receive a warning and a written letter telling the student they will be dismissed from the Solanco Chapter of the Honor Society at the end of the next marking period if improvement toward meeting the stated qualifications has not been met.
3. If improvement is not satisfactorily made, the member will be dismissed from the National Honor Society. Once a member is dismissed, they will not be eligible for membership in the National Honor Society.

## **Article IV: Dismissal**

- Section 1: The Faculty Council shall determine the procedure for dismissal in compliance with the rules and regulations of the National Honor Society. A written description of the dismissal procedure shall be available to interested parties.
- Section 2: A member who falls below the standards which were the basis for his/her selection shall be promptly warned in writing by the chapter advisor and given a reasonable amount of time to correct the deficiency. A member is never automatically dismissed for failing to maintain standards. The member does not have to be warned in the case of a flagrant violation of school rules and/or laws which results in disciplinary action and/or criminal prosecution. Additionally, members that are found guilty of cheating, including plagiarism, by the Faculty Council will be immediately considered for dismissal from the organization. Cheating is reported and documented by the classroom teacher. The action taken by the teacher may include a zero for the assignment and/or disciplinary action. A written notification and pre-dismissal hearing is called for and must be conducted by the Faculty Council to dismiss a member.
- Section 3: The Faculty Council shall determine when an individual has exceeded a reasonable number of warnings.
- Section 4: In all cases of impending dismissal, a member shall have the right to a hearing before the Faculty Council. The member will be allowed to appear before the Faculty Council and explain the situation. A parent/guardian may be present with the member, however it should be noted that the primary focus of the hearing is to allow the member to present his/her case.
- Section 5: For the purpose of dismissal, a majority vote of the Faculty Council is required.
- Section 6: A member who has been dismissed may appeal the decision of the Faculty Council under the same rules for disciplinary appeals in the school district. Ultimately the decision by the Board of School Directors is final with no appeal.
- Section 7: When a member is dismissed, written notice of the decision will be sent to the member, his/her parent or guardian, and the principal. The member must then surrender the NHS emblem and membership card to the chapter advisor. Notice of dismissal must be indicated on the annual report submitted to the national secretary at the end of the

school year.

### **Article V: Resignation**

- Section 1: Those students who resign from the National Honor Society will never again be eligible for membership or benefits.
- Section 2: Resignation from the National Honor Society should involve the submission of a written statement by the resigning member that is dated and signed by both the student and his/her parent or guardian. Verbal resignations are insufficient to end membership. Students contemplating resignation should be informed of the consequences of their resignation.

### **Article VI: Faculty Council**

- Section 1: The Faculty Council shall consist of five (5) voting members appointed annually by the principal. The chapter advisor shall be an ex-officio, non-voting, sixth member of the Faculty Council. A majority of votes is needed to carry a motion or dismissal presented before the Faculty Council. No principal or assistant principal may be included on the Faculty Council.
- Section 2: The term of the Faculty Council shall be one year. Members may be appointed to consecutive terms.
- Section 3: The Faculty Council shall meet at least once a year to review the procedures of the chapter, selected members and to consider non-selection, dismissal, other disciplinary actions, and warning cases.
- Section 4: The Faculty Council will develop and revise, when necessary, all chapter procedures for selection, disciplining, and dismissal of members, all of which must remain in compliance with the national guidelines.

### **Article VII: Officers**

- Section 1: The officers of this chapter shall be a president, vice president, secretary and treasurer.
- Section 2: A majority of student member votes cast shall be necessary to elect the officers of this chapter. If the first vote does not yield a majority, a second vote shall be taken on the two candidates who have received the highest number of votes for that office.

- Section 3: It shall be the duty of the president to preside at the meetings of the chapter.
- Section 4: The vice president shall fill the chair of the president in his/her absence and supervise the committees in competition of their assigned duties.
- Section 5: Officers are required to have been a member of the chapter at least one semester.
- Section 6: The secretary shall keep the minutes of the meetings, a record of all businesses, and all records on file. The secretary shall also certify to the secretary of the National Council the number enrolled in each class and the names of those elected to membership in the Solanco Honor Society chapter.
- Section 7: The treasurer will work with the advisor and committees to coordinate the transfer of all funds collected through fund raisers to place them in the society account. The treasurer will also sign the Solanco High School Purchase Statement before funds may be taken from the account.
- Section 8: Officers who do not fulfill their officer duties can be removed from office. The decision for removal will be made by the faculty council following a hearing per Article IV.

#### **Article VIII: Meetings**

- Section 1: There will be a minimum of 9 regular meetings of the Solanco Chapter of the National Honor Society per year.
1. The meeting in September will be devoted primarily to organizing for the school year.
  2. Other meetings will be utilized for such things as organizing the election of officers, student tutoring program, community and school related activities, fund raising activities, and other business as deemed necessary by the membership and advisor.

#### **Article IX: 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:
1. Fulfill a need within the school or community.

2. Have the support of the administration and the faculty.
3. Be appropriate and educationally defensible.
4. Be well planned, organized, and executed.

Section 4: Each member shall have the responsibility for choosing and participating in a service project that reflects his/her particular talents and interests. This is in addition to the chapter projects to which all members contribute.

Section 5: All service projects shall be publicized in a positive manner.

#### **Article X: Emblem**

Section 1: Each active and graduate member in good standing with the chapter shall be entitled to wear the emblem adopted by the National Honor Society of Secondary Schools.

Section 2: Any member who withdraws or is dismissed from the chapter shall return the emblem and membership card, if purchased by the Solanco Chapter.

Section 3: The distribution of the emblem and the rules for its use shall be under the exclusive control of the National Council.

#### **Article XI: Bylaws**

Section 1: Each chapter shall write bylaws to amplify sections of the National Constitution and to clarify operating procedures of this chapter. Bylaws do not need the approval of the National Council but must be consistent with the National Constitution.

Section 2: The chapter by-laws shall contain information concerning the elections and duties of officers, the schedule of meetings, member obligations, and other pertinent information.

#### **Article XII: Amendments**

Section 1: This constitution may be amended by a two-thirds vote of the active membership, provided the proposed amendment has been approved by the faculty council.