

National Honor Society
By-Laws for
Hagerty High School Chapter

ARTICLE I: NAME AND PURPOSE

- Section 1 The name of this chapter shall be the Hagerty Chapter of the National Honor Society of Secondary Schools at Paul J. Hagerty 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 Paul J. Hagerty 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 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 election 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 Paul J. Hagerty High School.
 - c. Candidates eligible for selection to the chapter shall have a minimum unweighted cumulative GPA of 3.5 out of a 4.0 scale. 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 meet the requirements for scholarship (3.5 GPA or above) may be admitted to candidacy for selection to membership.
 - d. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be considered 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 at least five faculty members appointed by the assistant principal. The chapter adviser shall be the sixth, nonvoting, ex officio member of the Faculty Council.
- 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 Student Activity Information Form 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 Student Activity Information Form and faculty evaluations in order to determine membership.
- e. The Faculty Council's decision is final and no appeals will be able to be made due to non-acceptance. Per National bylaws no appeal process is available unless instituted by a local chapter. No appeals process will be made for the Hagerty Chapter.
- f. The Faculty Council's names and job titles are to remain confidential during and after their terms.

- Section 3 The selection of new active members shall be held once a year during the second semester of the school year. (Alternative or additional selection periods may be added if needed.)
- 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 An active member of the National Honor Society who transfers from Hagerty High School 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 Hagerty High 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 or her membership. Note: The selection process used at the local level may vary from the procedure outlined above; however, such variations must still conform to the national constitution.

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 Hagerty chapter of the National Honor Society of Secondary Schools. 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 warning and a time period of no longer than one quarter term (nine weeks) for improvement. If the cumulative GPA remains below standard at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council, which may include consideration of dismissal from the chapter.
- Section 3 If a member fails to perform any of the published obligations of membership other than GPA, he or she will be given a written warning and a time period of no longer than one semester 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 Faculty 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. Please review student handbook for all school regulations.

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 (Faculty 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 In all cases of pending dismissal:

- a. The member will receive written notification indicating the reason for possible dismissal from the adviser or 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 or her at a hearing before the Faculty 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 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 or she is no longer a member and may not be reconsidered for membership in the National Honor Society.

Section 7 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, treasurer, and historian.

Section 2 Student officers shall be elected at the last meeting of each school year. Only those students that are selected to the junior executive board through an interview process will be 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 president to preside at all the meetings of this chapter, represent the chapter at public occasions, appoint necessary committees, and serve as ex-officio member on all committees, to delegate responsibilities to members. The president shall also work with the executive board in making decisions which will best benefit the chapter members and delegate duties to the best of his/her ability.

Section 5 It shall be the duty of the vice –president to fill the chair of the president in his/her absence. In addition, the vice-president shall coordinate the activities of committees, all leadership projects, and group service projects, and collect a written report from each

chair at the end of the project. The vice-president will also work with the president in assigning and accepting delegation of duties and see that these are carried out.

Section 6 It shall be the duty of the chapter secretary to keep accurate minutes of each meeting, a record of all business, all records on file, and conduct correspondence. The chapter secretary shall also submit a report of old and new business at executive board meetings.

Section 7 The treasurer shall keep the record of chapter expenses, dues, and all other financial transactions of the chapter.

Section 8 It shall be the duty of the historian to keep records of all NHS activities and events through the year in a scrapbook. It is also the historian's duty to update members of chapter activities and inform the public of the chapter's events via newspaper, school paper, announcements, etc.

Section 9 Removal of officers for violations of established school regulations and/or not upholding the standards of the NHS can be done only by the chapter adviser. The executive committee will determine appointment of vacant office.

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 supervision of the meetings, affairs, and business of the chapter, make recommendations to the chapter, and determine and perform such other duties as are specified in the national bylaws. All actions and recommendations of the executive committee shall be subject to the review of the chapter membership.

ARTICLE VII: MEETINGS

Section 1 Meetings of this chapter shall be held once monthly (alternating Junior and Senior meetings).

Section 2 All meetings shall be open meetings and shall be held under the sponsorship of the advisor.

Section 3 All chapter members shall be required to attend the scheduled meetings and activities. Attendance will be taken and after 2 unexcused absences the member shall receive a written warning from the chapter advisor.

ARTICLE VIII: ACTIVITIES

Section 1 The chapter shall determine one or more in house or community service projects for each year.

Section 2 All members must participate in these projects for a minimum of 5 hours (inducted as a sophomore) or 10 hours (inducted as a junior or senior).

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 also 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 for a minimum of 5 hours (inducted as a sophomore) or

10 hours (inducted as a junior or senior). 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.

Section 6 Total minimum service hours required each semester to be ten or twenty hours to be completed by the last regularly scheduled meeting of that semester (20 per calendar year if inducted as a sophomore or 40 per calendar year is inducted as a junior or senior).

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 or other insignia adopted at the local level at graduation.

ARTICLE X: DUES

Section 1 Annual dues for this chapter shall be \$30.00. (included are \$20.00 national dues, T-shirt, honor cords (seniors only)). In the year concurrent to induction, dues will be \$15.00.

Section 2 Dues will be payable to the chapter treasurer within 30 days of induction or within the first quarter of each subsequent year after induction year.

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 The bylaws may be amended by a two-thirds vote of the chapter, provided that the proposed amendment has been approved by the chapter's executive committee and that notice to members has been in writing at least one month prior to the meeting at which it is voted upon.

Section 2 Bylaws and amendments must be consistent with the constitution of the National Honor Society. Additional articles can be added as needed.

Date: (Indicate the date of last approved revisions.)

Signatures: Chapter president, secretary, adviser, and principal (for historical record)