



SWHS NHS Chapter for National Honor Society By-Laws



ARTICLE I: NAME AND PURPOSE

Section 1 The name of this chapter shall be the **SWHS NHS Chapter** of the National Honor Society of South Whidbey 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 South Whidbey 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 South Whidbey High School.
- c. Candidates eligible for selection to the chapter shall have a minimum cumulative grade point average of 3.5 (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.
- d. Upon meeting the grade level, attendance, and GPA standard requirements, candidates must complete the Candidate Form as a means of demonstrating their **service, leadership, and character**.
- e. To be selected as a member of our chapter, a candidate must demonstrate *at least* 10 hours of service undertaken at school or in the community since the ninth grade. Service is generally considered to be those actions undertaken by the candidate which are done with or on behalf of others without any direct financial or material compensation. Candidates must also indicate the name of the adult who supervised each service activity on the Candidate Form.
- f. To be selected as a member of our chapter, a candidate must demonstrate *at least* one leadership role at school or in the community that they have participated in since ninth grade. Candidates must also indicate the name of the adult who supervised each of these leadership activities on the Candidate Form.

- g. To be selected as a member of our chapter, a candidate must demonstrate an outstanding record of conduct and behavior with regard to school and community rules, guidelines, and policies, or be able to demonstrate sufficient growth and improvement to compensate for previous inadequacies.

Section 4 Active Member Requirements

- a. Active members must maintain a cumulative grade point average of 3.5 or above (based on a 4.0 unweighted scale).
- b. Active members must document all service done during the period of June to the following May of any given school year. Active members must participate in at least 20 hours of service at school or in the community each school year as defined in Section 3.e. Active members must submit their service documentation to the SWHS NHS adviser no later than May 15th of the current school year.
- c. Active members must participate in at least one service opportunity that directly supports the school. This may include the SWHS NHS annual service project.
- d. Active members are expected to participate and contribute to the membership. Active members must be in attendance of at least 67% of the meetings held each year.
- e. Active members must document at least one leadership role at school or in the community each school year. Active members must submit their leadership documentation to the SWHS NHS adviser no later than May 15th of the current school year.
- f. Active members must abide by the school code of conduct as outlined in the SWHS student handbook and the laws of Washington State.

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.

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. 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 Candidate Form, disciplinary records and faculty 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 induction ceremony in the spring of the given school year.

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 and/or adviser.

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, service, leadership, or character as defined in Article II, Section 4 may be dismissed from the SWHS NHS 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 3.5, he /she will be given a written warning and a time period of one semester 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. 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.

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.

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 treasurer shall keep the record of chapter expenses, dues, and all other financial transactions of the chapter

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 held monthly during the school year.

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 choosing and participating in an individual service project(s) which reflects his or her particular talents and interests and as approved by the chapter adviser. Individual service projects must be a minimum of 20 hours as stated in Article II, Section 4. 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.

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 Annual dues for this chapter shall be \$10. All dues must be payable to SWHS NHS.

Section 2 Dues will be submitted to the chapter treasurer within 30 days of the induction ceremony each school 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 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.

Signatures:

Chapter President Date

Secretary Date

Adviser Date

Principal Date

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.