

National Honor Society Jefferson High School Chapter Bylaws

ARTICLE I *Name and Purpose*

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

Section 2. The object 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 Jefferson High School.

ARTICLE II *Membership*

Section 1. Membership in this chapter is an honor bestowed upon a student. Membership in this chapter shall be based upon scholarship, service, leadership, and character. Once selected, members have the responsibility to continue to demonstrate these qualities.

Section 2. Membership shall be known as active, graduate and probationary. Active members become graduate members at graduation. Graduate members have no vote.

Section 3. Candidates become official members when inducted at the induction ceremony.

Section 4. An active member of the National Honor Society who transfers to Jefferson High School will be automatically accepted for membership in this chapter once evidence of membership has been submitted by the transferring member. Transfer members must meet the Jefferson High School Chapter's standards within one semester in order to maintain membership.

Section 5. 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, candidates shall have spent at least one semester in Jefferson High School and shall be a member of the sophomore, junior, or senior class. Please Note: Seniors may only be inducted in the fall. There is a two semester NHS minimum membership requirement to graduate as an active NHS member. (Please see article IV Early Graduation.)

Section 2. Candidates eligible for selection to this chapter shall have a cumulative GPA of 3.50. This scholarship average shall be calculated at the end of each semester. This scholarship level of achievement shall remain fixed and shall be the required minimum scholastic level of achievement for admission to candidacy. All qualified students who can rise in scholarship to or above such standard level may be admitted to candidacy for

selection to membership. Their eligibility shall then be considered on their service, leadership, and character.

Section 3. The selection of members shall be by majority vote of the Faculty Council, a council consisting of five faculty members appointed by the principal. The chapter adviser(s) shall be ex-officio, non-voting member(s) of the Faculty Council.

Section 4. Candidates for membership will be required to complete a questionnaire on his/her membership in school and community organizations, leadership positions held, and service activities completed.

Section 5. All faculty and staff members of Jefferson High School will be asked to provide input regarding the character, leadership, and service of all candidates.

Section 6. The five-member Faculty Council will evaluate the candidates based on their completed questionnaires and teacher/staff evaluation forms.

Section 7. Selection of each member to the chapter shall be by a majority vote 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 8. Homeschooled students who begin attending JHS their freshmen, sophomore, or junior year fall under Sections 1-7 above. However, homeschooled students who begin attending JHS the fall semester of their senior year must:

- have been registered as a JHS student prior to attending JHS,
- have taken at least four courses (earned 4 credits) through Digital Academy, Acellus, etc. provided by JHS, and
- complete both semesters their senior year at Jefferson High School.
(Please see Article IV Early Graduation.)

Section 9. A description of the selection procedure shall be published in an official school publication that is widely available to all students and parents of the school.

Section 10. The National Council and the NASSP shall not review the judgment of the Faculty Council regarding the selection of individual members to local chapters.

ARTICLE IV *Early Graduation*

Section 1. Members who plan to graduate after the fall semester of their senior year will be considered graduate members only if they have completed two semesters of NHS membership and have fulfilled the following requirements before graduating:

- three elective activities,
- fifteen NHS hours (NHS adviser approved service hours), and
- completion of an individual service project.

Section 2. Members who plan to graduate at the end of their junior year and have been an active NHS member for at least two semesters will become graduate members.

ARTICLE V *Discipline and Dismissal*

Section 1. The dismissal procedure for this chapter shall be determined by the Faculty Council and comply with the dismissal procedure outlined in the National Honor Society National Constitution (Revised 2015). A written description of the dismissal procedure shall be available to interested parties.

Section 2. Members who fall below the standards of scholarship, leadership, character or service, which were the basis for their selection, shall be promptly warned in writing by the chapter adviser(s). These members will be placed on probation for the period of one semester to correct the deficiency. Probation will be granted as a one-time opportunity to retain membership. A member on probation is not in good standing with the NHS Chapter. Failure to maintain the standards in the future will result in dismissal. Any actions that violate school rules, the law or are detrimental to the image of this chapter may result in immediate dismissal and not warrant a warning or probationary period.

Section 3. Any chapter officer who is placed on probation, no longer a member in good standing, will be required to relinquish their officer position. A special election will be held to fill the position.

Section 4. Violation of the law or school regulations may result in dismissal of a member. These violations include, but are not limited to, disrespect, insubordination, belligerence, cheating, fighting, substance abuse, DWI, stealing, destruction of property, truancy, possession, selling or being under the influence of drugs or alcohol at school or school-related activities or failure to comply with all items listed in the student handbook.

Section 5. Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absences, 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 6. Two (total) unexcused absences from required meetings and activities will result in a written warning notification. The third absence will begin dismissal proceedings.

Section 7. All members shall participate in required activities. Absences, excused or not, from required activities require the member to make up the same amount of time in a volunteer service project approved by one of the NHS advisers. Excused absences would include school-related activities that conflict with required NHS activities, personal family issues, or work. All excused absences require written documentation. Non-school-related activities such as traveling sports teams will count as an unexcused absence. Failure to do so will lead to disciplinary action by the Faculty Council. (See Section 2 above.)

Section 8. In all cases of impending dismissal, a member shall have a right to a hearing before the Faculty Council.

Section 9. For purposes of dismissal, a majority vote of the Faculty Council is required.

Section 10. A member who is dismissed may appeal the decision of the Faculty Council under the same rules for disciplinary appeals in the school district. When a member 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 11. In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

Section 12. The National Council and the NAASP shall hear no appeals in dismissal cases.

ARTICLE VI *Chapter Officers*

Section 1. The officers of this chapter shall be a president, vice-president, secretary, treasurer, historian, and parliamentarian.

Section 2. Officers must be, and must remain, members in good standing. Any member who is currently on probation cannot seek or maintain an officer position.

Section 3. Student officers shall be elected at a regular meeting after the Induction Ceremony has taken place. A majority of votes cast shall be necessary to elect any officer of this chapter.

Section 4. The nomination process shall occur the week prior to the Leadership Workshop. The day of the Leadership Workshop, all current NHS members will vote on the respective candidates for the six officer positions including president, vice-president, secretary, treasurer, and historian.

Section 5. Self-nominations for any office will be accepted as well as nominations by another party.

Section 6. It shall be the duty of the president to preside at the meetings of this chapter.

Section 7. The vice-president shall fill the chair of the president in his or her absence.

Section 8. The chapter secretary shall keep the minutes of meetings, a record of all business, and all records on file. He/she shall keep attendance records.

Section 9. The treasurer shall receive and disburse all funds of the chapter and shall keep an accurate account of receipts and disbursements in accordance with school regulations

Section 10. The historian shall take pictures at all events or delegate someone to do so. He/she shall keep a photo album of activities and prepare posters of activities for advertising NHS.

ARTICLE VII *Executive Committee*

Section 1. The executive committee shall consist of the officers of the chapter and the chapter adviser(s).

Section 2. The executive committee shall have general supervision of the affairs of the chapter between its business meetings, make recommendations to the chapter, and determine and perform such other duties as are specified in the chapter by-laws. All actions and recommendations of the executive committee shall be subject to the review of the

chapter membership.

Section 3. The executive committee shall have the responsibility for ensuring that chapter activities and procedures follow school policy and regulations.

ARTICLE VIII *Meetings*

Section 1. Meetings of this chapter shall be during lunch on the 1st and 3rd Thursday of each month.

Section 2. Special meetings approved by the executive committee may be called by the advisor(s), chapter president, or other designated student leader.

Section 3. This chapter shall conduct meetings according to Robert's Rules of Order.

Section 4. Committee meetings shall be decided upon by the members of that committee. Attendance at each meeting is mandatory. For an excused absence, students are expected to check with the advisor or committee chair in order to fulfill assigned obligations. Failure to do so may result in dismissal from the committee. One unexcused absence from a committee meeting will result in dismissal from the committee. Dismissal from a committee will result in loss of credit for participation on that committee.

ARTICLE IX *Activities*

Section 1. Each NHS member shall participate in the following required service projects: all meetings on the 1st and 3rd Thursday of the month, Adopt-A-Highway (twice a year), bringing baked goods for bake sales, Induction Ceremony, Senior Citizen Bingo Night, Leadership Workshop and one individual service project approved by this chapter's adviser(s). These requirements may fluctuate from year to year depending on membership.

Section 2. 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 3. Each member shall have the responsibility for choosing and participating in three elective service projects. This is in addition to the chapter projects in which all members participate.

Section 4. Each member shall have the responsibility for choosing and participating in an individual service project which reflects his or her particular talents and interests as approved by the chapter adviser(s). This is in addition to the chapter projects in which all members participate.

Section 5. This chapter shall publicize projects in a positive manner.

ARTICLE X *Official Insignia-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. The distribution of the emblem and the rules for its use shall be under exclusive control of the National Council.

Section 3. Each active, graduate, or honorary member shall be entitled to wear the emblem.

Section 4. Any member who resigns or is dismissed shall return the emblem to the chapter adviser.

Section 5. All insignia must be procured from the national secretary of the National Honor Society, 1904 Association Drive, Reston, VA 20191. All insignia are registered in the United States Patent Office and may not be copied by anyone.

Section 6. The motto of the National Honor Society shall be Noblesse Oblige.

Section 7. The official colors of the National Honor Society shall be blue and gold.

Section 8. Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor cords at graduation.

Section 9. A graduate member may purchase a replacement for a lost emblem by verifying membership to the national office.

ARTICLE XI *Dues*

Section 1. Annual dues for this chapter shall be \$10.00.

ARTICLE XII *Powers*

Section 1. The chapter adviser(s) have 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 by-laws are designed to amplify the 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 XIII *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 III, IV and V (Selection, Early Graduation 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.

Statement of nondiscrimination: 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.