

Warren County High School



National Honor Society

By-Laws



March 1, 2010

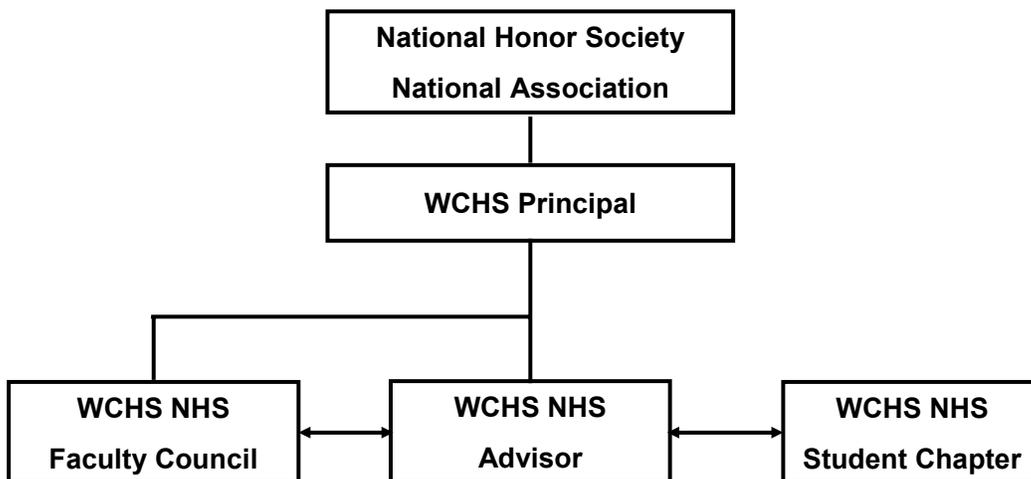
ARTICLE I - ORGANIZATION AND PURPOSE

Section 1. The document is established in accordance with Article XVI of the Constitution of the National Honor Society (NHS) chartered by the National Association of Secondary School Principals. The NHS Constitution sets general guidelines for operations and functions of individual school chapters. This document defines local operating procedures and policies for Warren County High School and is fully compliant with the NHS Constitution.

Section 2. The name of this chapter shall be the Warren County High School Chapter of the National Honor Society of Secondary Schools.

Section 3. The objectives 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 Warren County High School.

Section 4. The figure below shows the relationship of the WCHS Student Chapter to the Advisor and Faculty Council. The responsibilities of the Faculty Council and the Advisor, appointed by WCHS Principal, are delineated in the NHS Constitution.



ARTICLE II - MEMBERSHIP

Section 1. Membership in this chapter shall be known as active and graduate. Active members of the chapter are current students of Warren County High School (WCHS) who have been inducted into the National Honor Society. Active members become graduate members as of graduation. The graduate members have no vote on chapter activities.

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. To be eligible for selection to membership in this chapter, the candidate must have been in attendance at a WCHS for a period of at least one semester.

Section 4. In general, students will be considered for election to membership in this chapter at the end of their sophomore and juniors years. In extraordinary circumstance and at the discretion of the WCHS Principal, students may be evaluated for membership at other times. The evaluation process is described in Article III of these by-laws. Candidacy is based upon a student's outstanding performance in the areas of scholarship, service, leadership, and character with scholarship being the control gate for consideration of a student's candidacy.

Section 5. Scholarship: Sophomore candidates eligible for election to the chapter shall have a minimum cumulative grade point average of 3.75 and must thereafter maintain a cumulative grade point average of 3.60 or greater. Junior candidates eligible for election to the chapter shall have a minimum cumulative grade point average of 3.60 and must thereafter maintain a cumulative grade point average of 3.60 or greater. All students who can rise in scholarship to or above the standards cited above may be admitted to candidacy for selection to membership. Their eligibility shall then be considered based on their service, leadership, and character.

Section 6. Service: This quality is defined through the voluntary contributions made by a student to the school or community, done without compensation and with a positive, courteous, and enthusiastic spirit.

Section 7. Leadership: Student leaders are those who are resourceful, good problem solvers, promoters of school activities, idea-contributors, dependable, and persons who exemplify positive attitudes about life. Leadership experiences can be drawn from school or community activities while working with or for others.

Section 8. Character: The student of good character upholds principles of morality and ethics, is cooperative, demonstrates high standards of honesty and reliability, and shows courtesy, concern, and respect for others.

ARTICLE III SELECTION OF MEMBERS

Section 1. Membership in National Honor Society is an honor and privilege; it is not a right. Extensive effort will be made to conduct a fair and equitable process for selection of members which considers to the maximum extent objective data. Nonetheless, the ultimate selection must be made by a collective and subjective opinion of the members of the faculty council. For this reason, the members of the faculty council shall consist of senior members of the faculty who have considerable experience working with and evaluating all aspects of student performance and behavior.

Section 2. The final selection of members to this chapter shall be by vote of the Faculty Council consisting of the five faculty members appointed by the principal. The Chapter Adviser shall be the sixth, non-voting, ex-officio member of the Faculty Council.

Section 3. The annual selection of active members shall be held once a year during the second semester of the school year. The selection process will begin approximately the first week of March and be completed no later than April 15. The selection process is as follows:

- a. Students' academic records shall be reviewed to determine scholastic eligibility as defined in Article II, Section 5. These students comprise the candidates for induction into the WCHS National Honor Society.
- b. The candidates shall be promptly notified and asked to complete the Student Information Package with return of all materials to the NHS Advisor no later than a specified date.
- c. Concurrent with Step b, the WCHS administration and faculty at large will be provided an opportunity to comment on the candidates' qualifications or lack thereof.
- d. The Student Information Package and faculty comments shall be reviewed by the Faculty Council. Following a period of open discussion, each member of the faculty council will rate each candidate on a scale of 1 to 4 using the following rubric with fractional scores allowed.

4	Extremely well qualified
3	Well qualified
2	Weaknesses in the areas of service, leadership, and/or character
1	Not qualified

- e. Students who achieve an average rating of 3.0 or greater are selected for induction into the WCHS National Honor Society.
- f. All aspects of the rating process shall be confidential, non-attribution, and restricted to the membership of the Faculty Council and Principal. The only records to be retained relative to this process are a listing of candidates considered and candidates selected.

Section 4. Any candidate not selected for membership may appeal one time to the Faculty Council by providing argument in writing or in person why they deserve selection. An appealing candidate must address his/her qualifications solely from the perspective of the criteria set forth in these by-laws and in the instructions for the Student Information Package. Information regarding the deliberations and vote of the faculty council will not be provided to the candidate (see Section 3, Item f of this article). After reviewing the candidate's argument, the council will again rate the candidate as describe in Section 2d of this Article.

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 NHS Society advisor and the Principal.

Section 6. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter. This transferring member will attain within one semester, and then maintain, the membership requirements for this chapter in order to retain his/her membership.

ARTICLE IV DISMISSAL

Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from the chapter of the National Honor Society. A member of the National Honor Society is expected to maintain 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, he /she will be given written warning and a time period for improvement. If the cumulative grade point average remains below this standard at the end of the warning period the student may be dismissed from the chanter.

Section 3. Violation of criminal 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 the case of pending dismissal:

- a. The member will receive written notification of the reason for possible dismissal from the adviser/Faculty Council. The member and adviser will discuss the written notification in a conference.
- b. The member will be offered a hearing with the Faculty Council prior to dismissal (in accordance with due process identified in the National Constitution). The member has the opportunity to present his/her defense. The Faculty Council will then vote on whether to dismiss.
- c. A letter of dismissal will be sent to the principal, student, and parents if the student is dismissed. Dismissed members must surrender any membership emblems to the adviser.
- d. The member may appeal the Faculty Council's decision to the Principal.
- 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, Treasurer and Historian.

Section 2. Student officers shall be elected at the last meeting of each school year if time permits. Otherwise, officers shall be elected at the first meeting of the subsequent school year. All returning members are eligible to run for a position as an officer.

Section 3. Nominations for officers shall be made from the floor with self-nomination permitted. The order of elections shall be President, Vice President, Secretary, Treasurer, and Historian. 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 call and preside over meetings, to be the ex-officio member of every committee, the final authority in board and committee decisions, and delegate responsibility for NHS activities..

Section 5. The Vice President shall preside over meetings in the absence of the president, oversee NHS activities, be responsible for developing public relations, and assume the responsibilities of a treasurer when needed.

Section 6. The Secretary shall take minutes of the officer and general meetings, keep records of member participation in activities, notify members of meetings and activities, and conduct the correspondence of the NHS.

Section 7. The Treasurer shall keep the record of business expenses, dues, fund raisers, etc.

Section 8. The Historian shall keep record of the activities of the NHS and be responsible for publicizing these activities.

Section 9. If an officer is removed from office, his/her office will be filled by appointment at a meeting of the Executive Committee.

ARTICLE VI EXECUTIVE COMMITTEE

Section 1_. The executive committee shall consist of the NHS 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 occur on alternating Fridays with appropriate adjustments for holidays. The time and location of meetings shall be set by the membership with approval by the NHS advisor. Additional meetings may be scheduled if required with as much notification as possible provided to the membership.

Section 2. Members are expected to attend all meetings. Exceptions are illness and prior excuse approved by the NHS Advisor.

Section 3. This chapter shall conduct its meetings following the general guidelines of Robert's Rules of Order.

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 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.

Section 5. The chapter shall publicize its projects in a positive manner.

ARTICLE IX EMBLEM

Section 1. Each member of this chapter shall be entitled to wear the emblem adopted by the National Honor Society.

Section 2. Each member shall receive an initial emblem purchased as a gift and bestowed as a gift.

Section 3. The NHS Advisor shall strive to maintain a supply of membership pins and seals for sale and use by the chapter. Other copies of official insignia shall be obtained as needed, with the concurrence of the executive committee and the NHS Faculty Council.

Section 2. Each member agrees that, whether the emblem comes to him/her as a gift, a personal purchase, an award, or from whatever source, the title to the emblem shall rest with the chapter. Therefore, on motion of the NHS Faculty Council, the emblem shall be returned to the chapter. Furthermore, each member agrees that his/her acceptance of the emblem shall be considered affirmation of this stipulation in regard to the title of the emblem.

ARTICLE X DUES

Section 1. Annual dues for this chapter shall be \$10.00 (amount reviewed annually).

Section 2: Dues are assessed on an academic year basis and will be payable to the chapter treasurer within 30 days of the first day of each school year.

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 I through IV which are developed by the Faculty Council with the approval of the principal. The chapter may recommend changes to Articles I through IV for consideration by the Faculty Council.

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