

**SWANTON NATIONAL HONOR SOCIETY
BY-LAWS**

Article I: Name and Purpose

Section 1. The name of this chapter shall be the L.A. Walker Chapter of the National Honor Society of Swanton 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 Swanton 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 criteria of Scholarship, Service, Leadership, and Character.

Section 3. Eligibility

- a.) Candidates eligible for election to this chapter must be members of the Junior or Senior class.
- b.) Candidates eligible for election to this chapter shall have a minimum cumulative grade point average of 3.5. This scholastic level of achievement shall remain fixed, and shall be the required minimum scholastic level of achievement for admission to candidacy. All students who can rise in scholarship to or above such standard may be admitted to candidacy for selection to membership.
- c.) Upon meeting the grade level 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 a minimum of five faculty members appointed by the principal. The chapter advisor shall be a non-voting, 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 NHS Candidate Packet for further consideration for selection.
- c.) The faculty/staff/coaches shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation provided by the chapter advisor.

- d.) The Faculty Council shall review the NHS Candidate Packet and faculty/staff/coaches evaluations in order to determine membership.
- e.) The results of the Faculty Council deliberations are reviewed with the Principal prior to notifying the members of their selection (non-selection).

Section 3. The selection of new active members shall be held once a year in the spring of the second semester of the school year.

Section 4. Candidates become members when inducted at a special ceremony.

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 membership and signed by 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. 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.

Article IV Discipline and Dismissal

Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from this L.A. Walker Chapter of the National Honor Society. 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 grade point average falls below the 3.5 standard that was in effect when he or she was selected, he or she will be given a written warning and one semester to obtain a 3.5 to show improvement. If the cumulative grade point average remains below the 3.5 standard at the end of the trial semester, he or she will be subject to further disciplinary action by the Faculty Council that may include dismissal from the chapter. If a senior in the first semester of his or her senior year falls below the 3.5 standard he or she will have the third quarter to show improvement. If improvement is not shown, he or she will be subject to further disciplinary action by the Faculty Council that may include dismissal from the chapter.

Section 3. Violations of the law or school rules found in the student handbook can result in dismissal of the member. These violations include, but are not limited to, DUI, stealing, destruction of property, cheating, truancy, or possession, selling, or being under the influence of drugs or alcohol.

Section 4. Offenders of lesser school rules found in the student handbook will receive a 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 rules, the member may be dismissed.

Section 5. Members who fail to fulfill the service hour requirement may also be dismissed. They will not wear the gold cords at graduation.

Section 6. In all cases of pending dismissal:

- a) The member shall receive written notification indicating the reason for possible dismissal from the advisor/ Faculty Council. The member and the advisor 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 be held.
- b) The member will be given an opportunity to respond to the charge(s) against him or her at a hearing before the Faculty Council prior to vote of dismissal. This constitutes due process for the member. The member has the opportunity to present his or 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 advisor.
- d) When a student is dismissed or resigns, he or she is no longer a member and may never again be considered 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, treasurer, and secretary.

Section 2. The Faculty Council will approve student officer candidates. Upon approval, student officers shall be elected at the last meeting (May) of each school year by active members of the chapter. 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. All officer positions shall be elected by secret ballot. 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 meetings of the chapter and the induction ceremony. It is also his/her responsibility to take leadership in planning the activities of the chapter and complete NHS Officer Responsibilities dictated by the Faculty Council.

Section 5. The vice president shall preside in the absence of the president, help with the induction ceremony, assist the president as needed, and complete NHS Officer Responsibilities dictated by the Faculty Council.

Section 6. The secretary shall help with the induction ceremony, take attendance at meetings, help the president as needed, and complete NHS Officer Responsibilities dictated by the Faculty Council.

Section 7. The treasurer shall help with the induction ceremony, maintain financial records, assist with all financial paperwork, help the president as needed, and complete NHS Officer Responsibilities dictated by the Faculty Council.

Article VI Executive Committee

Section 1. The executive committee shall consist of the faculty advisor 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 monthly as determined at the start of each school year, unless it is necessary to change the date for school closing or a holiday.

Section 2. This chapter shall conduct its meetings according to *Robert's Rule of Order*.

Section 3. All chapter members are required to attend all regularly-scheduled chapter meetings. For an excused absence, the member must complete the absence form, including the mandatory verification signature. Without the signature, the absence is not considered excused unless the Faculty Council approves the absence. Forms must be returned to chapter advisor within 10 days of the absence. Failure to participate in mandatory NHS meetings may result in suspension of NHS membership.

Article VIII: Activities

Section 1. The chapter shall determine one or more service projects for each year. Tutoring will be a primary project of this chapter. The individual project will be the service requirement.

Section 2. NHS Members must participate in all mandatory NHS sponsored activities, such as service events and specific school events. For an excused absence, the member must complete the absence form, including the mandatory verification signature. Without the signature, the absence is not considered excused. Forms must be returned to chapter advisor within 10 days of the absence. Failure to participate in mandatory NHS events may result in suspension of NHS membership.

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. In addition to 10 hours of tutoring, each member is responsible for choosing and participating in 30 hours of individual community service. All 40 service hours may be devoted to tutoring. You cannot log more than 10 hours of any one service, with the exception of the primary project, without pre-approval of the Faculty Council.

Section 5. Failure to fulfill the tutoring requirement in a timely manner will lead to dismissal from the Chapter and the student will not be allowed to wear the gold honor cords at graduation.

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 NHS pin adopted by the National Honor Society.

Section 2. Any member who withdraws, resigns, or is dismissed from the chapter shall return the pin to the chapter.

Section 3. Chapter members who are seniors in good standing shall be granted the privilege of wearing the gold honor cords at graduation. Membership in NHS will be noted in the Graduation program and the Yearbook.

Article X: Powers

Section 1. The chapter advisor 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 by-laws 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 in undertakes.

Article XI Amendments

Section 1. These by-laws may be amended by a vote of the Faculty Council. The exceptions are Articles 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.

Approved: March 2015

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