

**NATIONAL HONOR SOCIETY
CHAPTER BYLAWS OF
EAST CENTRAL HIGH SCHOOL**

ARTICLE I: NAME

The name of this chapter shall be the East Central High School chapter of the National Honor Society.

ARTICLE II: PURPOSE

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 East Central High School.

ARTICLE III: POWERS

Section 1. This chapter operates under the direction of and in full compliance with the NHS National Constitution. See www.nhs.us/constitutions.

Section 2. The Chapter Advisor is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 3. Final authority on all activities and decisions of the chapter resides with the school principal. (See Article V, Section 1 of the National Constitution.)

Section 4. Nondiscrimination. Our 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, gender, national origin, age, disability, military status, genetic information, or on any other basis prohibited by law. This policy of nondiscrimination applies to all practices, including the chapter administration and selection, discipline, and dismissal of members.

ARTICLE IV: MEMBERSHIP

Section 1. 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 2. Membership in this chapter shall be known as active, honorary, and graduate. Active members become graduate members at graduation. Honorary members are selected at the discretion of the Faculty Council. Graduate and honorary members have no voice or vote in chapter affairs.

Section 3. Eligibility

a. Candidates eligible for selection to this chapter must be members of the junior or senior class.

b. To be eligible for selection to membership in this chapter, the candidate must have been enrolled for a period equivalent to one semester at East Central High School.

c. Candidates for election to the chapter shall have a minimum cumulative grade point average of 90.

d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, and character.

ARTICLE V: SELECTION OF MEMBERS

Section 1. The selection of members to this chapter shall be by a majority vote of the Faculty Council which consists of five faculty members appointed by the school principal. The Chapter Advisor shall be the sixth, non-voting, *ex officio* member of the Faculty Council.

Section 2. The selection of active members shall be held once a year during the second semester of the school year.

Section 3. Prior to the final selection, the following shall occur:

a. Students' academic records shall be reviewed to determine scholastic eligibility.

b. The disciplinary records of students whose scholastic eligibility has been determined will be reviewed to determine character and leadership eligibility.

c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the Chapter Advisor.

d. The Faculty Council shall review the faculty evaluations and other relevant information to determine those who fully meet the selection criteria for membership.

e. A letter of invitation and membership packet explaining member responsibilities will be sent to each eligible candidate's mailing address on file with East Central ISD and/or hand-delivered to the candidate.

f. Candidates will return the signed membership form to the Chapter Advisor indicating acceptance or refusal of the invitation for membership, pay the requisite dues if they are accepting membership, and indicate whether they will be attending the induction ceremony.

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 an official letter indicating the status of his/her membership upon request.

Section 6. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter upon providing a letter from the Chapter Advisor of the transferring school attesting to the member's good standing. The Faculty Council shall grant to the transferring student 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 VI: OBLIGATIONS OF MEMBERS

Section 1. Dues. Dues for this chapter shall be \$15 before induction and \$10 for each subsequent school year. Failure to pay dues before induction will be understood to mean that the member is declining the invitation of membership in the National Honor Society.

Subsequent annual dues are due on or before the end of the first 9-week term of the school year and will be turned in to the Chapter Advisor.

Section 2. Emblem. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be granted the privilege to wear the emblem adopted by the National Honor Society.

Section 3. Loss of Emblem Privilege. Any member who resigns or is dismissed from the chapter loses the privilege of wearing the emblem of the National Honor Society.

Section 4. Service Hours. Chapter members will submit to the Chapter Advisor a minimum of ten hours of community service on or before April 30 of their senior year. Hours must be signed by a supervising adult. Members inducted in their senior year are not required to meet this obligation in order to remain in good standing.

Section 4. Graduation Regalia. Chapter members who are seniors in good standing shall be granted the privilege of wearing the NHS stole at graduation. Seniors who have turned in 20 or more service hours shall be granted the privilege of wearing the gold honor cords at graduation. Seniors who have completed ten hours in the Peer Tutoring Program of this chapter shall be granted the privilege of wearing the gold and blue honor cords at graduation. Chapter members are responsible for purchasing those items if they choose to wear them by placing an order with the Chapter Advisor on or before April 30 of their senior year.

Section 5. Monthly Meetings. Chapter members are required to attend one meeting of this chapter per month. The membership meetings will be held before and after school on two separate days each month so as to allow all members an opportunity to attend. Failure to attend two consecutive months' meetings may result in the member being put on probation. Failure to attend three consecutive months' meetings may result in the member being considered by the Faculty Council for dismissal from the National Honor Society.

Section 6. Chapter News and Announcements. Chapter members are responsible for joining this chapter's group page on Edmodo, Fusion, or other webpage established and maintained by the chapter, following the chapter's Twitter or other social network feed, and/or otherwise remaining informed of chapter updates and announcements. Information made available through the school's daily announcements is assumed to have been heard by every member.

Section 7. Scholarship. Members are responsible for maintaining a grade point average of 90 or higher. If a member's GPA falls below 90 for one quarter, that member will be put on probation. If the GPA remains below 90 for two consecutive quarters, the member may be considered for dismissal from the National Honor Society.

Section 8. Resignation. If a member decides to become inactive in National Honor Society, he or she must notify the Chapter Advisor in writing. The letter of resignation must be signed by the member and the member's parent/guardian. *Once a member resigns, he/she can never again be a member in the National Honor Society at this or any other campus.* The Chapter Advisor will present the letter of resignation to the Faculty Council for approval and follow up by informing the campus principal of the action, then notify the student that the resignation has been approved. A student who has resigned or been dismissed from the National Junior Honor Society in middle school is not barred from membership in National Honor Society in high school.

ARTICLE VII: OFFICERS

Section 1. Officers. The officers of the chapter shall be president, vice president, secretary, and treasurer.

Section 2. Nominations. Student officers shall be elected at the last meeting of each school year. All junior members in good standing with the chapter are eligible to run for a position as an officer. Any active member can nominate an eligible member as a candidate for office, but only members of the junior class may vote.

Section 3. Election. Voting shall be 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. President's Duties. It shall be the duty of the president to preside at the meetings of the chapter and serve as the official representative of the chapter at school and community functions. Additionally, the president shall:

- create the agenda for all meetings with the advice and consent of the other officers and the Chapter Advisor, and be open to input from all members regarding the content of agendas;
- appoint committees if necessary and delegate leadership responsibilities of service projects;
- speak at the induction ceremony;
- make sure that all candidates for office are aware of officer requirements and conduct elections for the following school year;
- maintain communication with the advisor regarding all NHS matters.
- maintain communication with the other officers and hold them accountable for performing their duties; and
- set an example of scholarship, leadership, character, and service for others to follow.

Section 5. Vice President's Duties. The vice president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service in the chapter's service projects and activities. Additionally, the vice president shall:

- assist the president in keeping up-to-date on the various workings of any existing committees;
- perform any duties delegated by the president;
- speak at the induction ceremony on one of the four tenets of the NHS; and
- set an example of scholarship, leadership, character, and service for others to follow.

Section 6. Secretary's Duties. The secretary shall keep the minutes and attendance records for meetings and be responsible for all official correspondence. Additionally, the secretary shall:

- assist the president in reminding members of any committee duties, induction roles, service project dates and individual log sheet due dates;
- assist the historian by sharing minutes of chapter meetings and activities for inclusion in the scrapbook;
- speak at the induction ceremony on one of the four tenets of the NHS; and

- set an example of scholarship, leadership, character, and service for others to follow.

Section 7. Treasurer's Duties. The treasurer shall keep the record of business expenses, dues, and all other financial transactions of the chapter. Additionally, the treasurer shall:

- sign financial reports, purchase orders, and check requests as required for the operation of the chapter's activities;
- speak at the induction ceremony on one of the four tenets of the NHS; and
- set an example of scholarship, leadership, character, and service for others to follow.

Section 8. Historian's Duties. The historian shall keep a record or history of the chapter's activities and achievements during the year. Additionally, the historian shall:

- keep a scrapbook for future chapters to use as a history, including photos and a formal record of chapter advisors, faculty council, officers, committees, awards earned, etc.;
- take pictures at the chapter's activities and events for inclusion in the chapter scrapbook and slideshow;
- coordinate with the staff and sponsor of the school's yearbook and newspaper to share photographs and articles about the chapter and its activities;
- communicate with all committee and project chairpersons about the type of information needed from them for the historian's records;
- develop a slide show of important activities and events from the year to display at the Induction ceremony;
- set an example of scholarship, leadership, character, and service for others to follow.

Section 9. Executive Committee. Officers and the Chapter Advisor shall collectively be known as the chapter's Executive Committee. The Executive Committee shall establish annual goals for the chapter and have general charge of the meetings and the business of the chapter. Any action by the Executive Committee is subject to the review of the chapter members.

ARTICLE VIII: MEETINGS

Section 1. Regular meetings of this chapter shall be monthly, both before and after school, on two separate days of the month so as to afford all members the opportunity to attend. Special meetings can be called by the president with approval of the Chapter Advisor.

Section 2. Members are expected to attend all chapter meetings.

ARTICLE IX: 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: (a) fulfill a need within the school or community; (b) have the support of the administration and faculty; (c) be appropriate and educationally defensible; and (d) be well-planned, organized, and executed.

Section 4. Each member shall have the responsibility for choosing and participating in individual service projects which reflect his or her particular talents and interests and are

approved by the Chapter Advisor. The following are some suggestions for volunteer service hours: food bank, Elf Louise, Jimenez or HEB dinner, Red Cross, your church, hospitals, nursing homes, libraries, Habitat for Humanity, highway clean-up, tutoring. Some volunteer hours or service projects students do for BETA, Interact, or other school organizations may be used for this credit, also.

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

ARTICLE X: DISCIPLINE AND DISMISSAL OF MEMBERS

Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be considered for discipline or dismissal from the East Central High School 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 in his/her school and community.

Section 2. If a member's cumulative grade point average falls below 90, he/she will be given a written warning and a reasonable time period 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. Violations of the law or school regulations can result in immediate consideration of the dismissal of a member (see Section 5 below). These violations include but are not limited to DWI; stealing; destruction of property; cheating; truancy; or being under the influence of drugs or alcohol at school or school-related activities or in the community.

Section 4. Offenders of the school conduct code (such as use of profanity, failure to comply, excessive unexcused absences, excessive tardiness, etc.) will receive written warning notification. A conference may be requested by either party (Faculty Council or member/parent). If the member is involved in another violation of the school conduct code, the member may be considered for dismissal.

Section 5. Chapter officers, as representatives of the chapter, can be removed from their positions as a consequence of disciplinary action taken by the Faculty Council.

Section 6. In all cases of pending dismissal:

a. The member will receive written notification from the Chapter Advisor/Faculty Council indicating the reason for consideration of dismissal.

b. The member will be given the opportunity to respond to the charge(s) against him/her at a hearing before the Faculty Council prior to any 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 via a written statement presented in lieu of the face-to-face hearing. Following the hearing, 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 presented to the principal for review, and then stated in a letter sent to the student and parents. Dismissed members must surrender any membership emblems to the Chapter Advisor.

d. The Faculty Council's decision may be appealed to the school principal and

afterwards according to provisions of the school district discipline policies.

e. A member who is dismissed or resigns 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 XI: RATIFICATION, APPROVAL, AND REVIEW

Section 1. These bylaws will be approved upon receiving a two-thirds affirmative vote of all active members of the chapter, a majority affirmative vote of the Faculty Council, and approval by the administration.

Section 2. These bylaws shall be reviewed and, if necessary, revised within five years from the date of approval noted on this document.

ARTICLE XII: AMENDMENTS

These bylaws may be amended by a two-thirds 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 V (selection) and X (discipline), which are developed by the Faculty Council with the approval of the principal.

Approved on: September _____, 2014

Chapter President

Chapter Secretary

Chapter Advisor

ECHS Principal