

**NORTHSIDE HIGH SCHOOL
BYLAWS OF
NORTHSIDE HIGH SCHOOL CHAPTER OF NATIONAL HONOR SOCIETY**

ARTICLE I: NAME AND PURPOSE

- Section 1. The name of this organization shall be the Northside High School Chapter of National Honor Society.
- Section 2. The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of Northside High School.

ARTICLE II: POWERS VESTED IN THE ORGANIZATION

THE PRINCIPAL

- Section 1. The principal shall reserve the right to approve all activities and decisions of the chapter.
- Section 2. The principal shall appoint a Faculty Council composed of members of the school's faculty.
- Section 3. The principal shall appoint a member(s) of the faculty as chapter adviser(s).
- Section 4. The principal shall receive appeals in cases of non-selection of candidates and the disciplining or dismissal of members.

THE FACULTY ADVISER(S)

- Section 1. The chapter adviser(s) shall be responsible for the direct, day-to-day supervision of the chapter and act as liaison between faculty, administration, students, and community.
- Section 2. The chapter adviser(s) shall maintain files on membership, chapter history, activities, and financial transactions. The chapter adviser shall send the annual report to the national office.
- Section 3. The chapter adviser shall regularly review each member for compliance with Society standards and obligations and shall help the chapter officers understand and carry out their duties.
- Section 4. The chapter adviser(s) shall be an ex-officio, non-voting member of the Faculty Council.

FACULTY COUNCIL

- Section 1. The Faculty Council will be voting faculty members appointed by the principal. No principal or assistant principal may be included on the Faculty Council.
- Section 2. The Faculty Council will meet at least twice a year to review the procedures of the chapter, select members and to consider non-selection, dismissal, other disciplinary actions, and warning cases.
- Section 3. The Faculty Council will develop and revise, when necessary, all procedures for selection, disciplining, and dismissal of members.

ARTICLE III: DEFINITION OF MEMBERSHIP

- Section 1. Membership is an honor bestowed upon a student. Selection for membership is by the Faculty Council and is based on outstanding scholarship, character, leadership, and service. Once selected, members have the responsibility to continue to demonstrate these qualities.
- Section 2. Membership shall be known as active, honorary, and graduate. Active members shall become graduate members at graduation. Graduate members shall have no voice or vote in chapter affairs.
- Section 3. Candidates become members when inducted at a special ceremony.
- Section 4. A National Honor Society member who transfers from another school and brings a letter from the former principal or chapter adviser to the new school adviser shall be accepted automatically as a member in the new school's chapter. Transfer members must meet the new chapter's standards within one semester/term in order to retain membership.
- Section 5. Members who resign or are dismissed are never again eligible for membership or its benefits.
- Section 6. The Faculty Council shall reserve the right to award honorary membership to school officials, principals, teachers, NHS adviser, adults, or others in recognition of achievement and/or outstanding service rendered to the school in keeping with the purposes of the National Honor Society. Honorary members shall have no voice or vote in chapter affairs.

ARTICLE IV: SELECTION OF MEMBERS

Candidates eligibility will be based on activities and scholarship in high school.

- Section 1. The selection procedure shall be determined by the Faculty Council.
- Section 2. The selection of each member to the chapter shall be by a majority vote of the Faculty Council.
- Section 3. Induction of members will be held once a year. The induction will be held during the first term. Only transfer seniors who meet the criteria of Article IV, Section 4 are eligible for membership during the second term. They will be able to complete the application process. If approved by the Faculty Council, the student will be granted membership. No formal induction will be held during the spring term.
- Section 4. To be eligible for membership the candidate must be a junior or senior. Candidates must have been in attendance at the school the equivalent of one semester. If a student has transferred to the school because of a parent's work, the present school principal may seek a recommendation from the previous school principal to help in deciding the candidate's selection. Based on the recommendation of the previous principal, the Faculty Council may waive the semester regulation.
- Section 5. Candidates must have a cumulative numeric average of at least 90 (ninety) percent. Averages will not be rounded.
- Section 6. Candidates shall also be evaluated on the basis of service, leadership, and character. Names of students may be distributed to the faculty with instructions to indicate whether each student is or is not recommended for membership. The Faculty Council will then assess each recommendation and will discuss negative recommendations with the appropriate faculty members. Students may be required to obtain three teacher recommendations using a mandated form. Of the three recommendations, one must come from a core teacher who taught the student, an elective teacher who taught the student, and a moderator of an extracurricular activity in which the student participated.
- Section 7. Junior candidates must have 50 hours of documented service to the school and community to meet the requirement for service [no hour substitutions (e.g. donated items) will be accepted as service "hours." Service hours are defined as those in which candidates are physically present and contributory toward an organization]. Senior candidates must have 75 hours of documented service to the school and community to meet the requirement for service [no hour substitutions (e.g. donated items) will be accepted as service "hours." Service hours are defined as those in which candidates are physically present and contributory toward an organization]. Seniors who are granted membership during the second term must have completed 100 hours of community service. This is for the original 75 hours and the 25 hours that the students who were inducted during the first term had to complete.

Commented [v1]: We took out a sentence that allowed ANY senior to apply second semester. The new bylaw allows transfer seniors only (since they cannot help if their parents move). We did this because a student who is only in for one semester will not truly have earned the honor.

Commented [v2]: We took out the Euclidean Geometry requirement.

Commented [v3]: Added the teacher recommendation part and will probably use instead of giving names to all faculty. Use something akin to cheerleading form.

Commented [v4]: We would like to specify that "service" does not include donated items (or includes a limited number of hours earned for donated items) since NHS is a service organization that encourages students' physical presence in the community.

- Section 8. If a candidate has received central detention within a year before the induction, the Faculty Council will determine if that candidate is eligible for induction. Multiple instances of central detention or referrals to the disciplinary office will make a candidate ineligible for induction.
- Section 9. The Faculty Council may consider attendance and tardies in deciding if a candidate is eligible for induction.
- Section 10. Candidates meeting the scholarship requirement shall not have been placed in Discipline School during the previous or current school year. Candidates who have been placed in Discipline School more than twice during high school will be ineligible.
- Section 11. Candidates meeting the scholarship requirement shall not have been placed in In-School Suspension during the previous or current school year. Candidates who have been placed in In-School-Suspension more than once during high school will be ineligible.
- Section 12. Candidates meeting the scholarship requirement shall not have been placed in Out-of-School Suspension during the previous two or current school years. Candidates who have been placed in Out-of-School Suspension more than once during high school will be ineligible.
- Section 13. If a candidate meets the scholarship requirement but has incurred any combination of Discipline School, In-School-Suspension, and/or Out-of-School Suspension during the previous two or current school years, the Faculty Council will determine if that candidate is eligible for induction.
- Section 14. Any candidate who has been placed in alternative school for any disciplinary action during high school will be ineligible for induction.
- Section 15. Candidates who have falsified documents, plagiarized work, or cheated will not be eligible for membership for one year from the time the incident occurred. More than one incident of falsifying documents, plagiarizing work, or cheating will make a student ineligible for membership. The Faculty Council will only recognize those instances documented by the teachers and administration.
- Section 16. A student cannot apply for membership if they are dual enrolled full time.

Commented [v5]: The revised discipline requirements we discussed.

ARTICLE V: DISMISSAL FROM THE NATIONAL HONOR SOCIETY

Members must maintain all standards required for induction in order to retain membership. This includes scholarship, character, leadership, and service.

- Section 1. Members who are given Out-of-School Suspension and/or are placed in alternative school for any disciplinary action will be subject to a dismissal hearing.
- Section 2. Members who are given In-School Suspension and/or Discipline school will be subject to a dismissal hearing.
- Section 3. Members who are involved in incidences of cheating, plagiarizing, falsification of documents, or other character-related infractions will be subject to a dismissal hearing.

- Section 4. Members must attend a required number of meetings or be placed on probationary status. These times will be decided by the Executive Committee and approved by the Faculty Council.
- Section 5. Members must continue to show leadership and service by participating in individual projects and by participating in the chapter projects. This service must be documented.
- Section 6. A member must maintain the cumulative grade point average of ninety (90) percent or better during any marking period or be placed on academic probation for the following marking period. The faculty adviser in charge of records shall notify the student and parent/guardian in writing by mail and shall notify the Faculty Council of such students who are on probation. If for the probationary marking period the ninety (90) average is attained, the probation is lifted. A student is allowed only one such warning and probationary period during his (her) entire membership. If the ninety (90) average is not attained, the membership is eligible for a dismissal hearing. A member who is dual enrolled is not eligible for probationary status and is eligible for a dismissal hearing upon the first grading period if the grade is below a ninety (90). If a failing grade is received in any class, regardless of the overall average, the student will be placed on probation or subject to a dismissal hearing. The numeric addition for AP classes or dual enrollment classes will not be given for a failing grade. Our chapter will align itself with the MCSD policies on grade weight and grade conversion.
- Section 7. Members who have excessive tardies resulting in central detention, ISS, or Friday School may be subject to dismissal.
- Section 8. Members who receive two instances of central detention will be placed on probation. A member who receives a third instance of central detention may be subject to dismissal.

ARTICLE VI: OFFICERS

- Section 1. The officers of this chapter shall be president, vice president, secretary-treasurer, parliamentarian, and reporter/historian. The officers will be elected each year at the beginning of the first term and will serve for one year. A student who is serving probation is not eligible to be an officer. Officer candidates will complete an application and will be interviewed by the adviser(s) before members' names are placed on the ballot.
- Section 2. Officers should be in attendance at all meetings and should seek help from faculty adviser(s) in completing the responsibilities of their offices. Failure to do so may result in that member being removed from that office. If an officer is removed from his/her office, a member will be appointed by the adviser(s) to complete the term of that office.
- Section 3. The president shall preside over and conduct meetings and coordinate chapter activities by keeping in close touch with officers, members, and advisers, and call special meetings as needed.

Commented [v6]: Anna, what are your thoughts about these? Should we include something about not maintaining the same requirements to get in will get you dismissed?

- Section 4. The vice president shall assist the president in the discharge of duties and preside at meetings in the absence of the president.
- Section 5. The secretary-treasurer shall prepare and read minutes of meetings, prepare an agenda for the meeting, count and record votes, and help in preparing chapter reports. He/She will also help the adviser(s) in announcing fundraisers and giving reports to the members of the financial condition of the organization.
- Section 6. The parliamentarian shall see that meetings are conducted in an orderly fashion according to Robert's Rules of Order, Newly Revised.
- Section 7. The reporter/historian shall prepare news releases and articles for publication in school and local newspapers. He/She shall help in preparing mailings to members. As historian he/she shall maintain a history of the chapter, including an annual report of chapter activities, awards, and publicity.

ARTICLE VII: EXECUTIVE COMMITTEE

- Section 1. The executive committee shall consist of the officers of the chapter and the chapter adviser(s). The officers may also appoint three additional members of the chapter to serve on this committee.
- 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 bylaws. All actions and recommendations of the executive committee shall be the 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. Regular meetings of this chapter shall be once a month during the regular school year at a time during the day which is to be set by school administration and the faculty adviser(s). The sponsors will determine the minimum number of meetings each member must attend. The sponsors will determine whether absences or excused or unexcused.
- Section 2. Special meetings approved by the executive committee may be called by the chapter president or other designated student leader.
- Section 3. Chapters shall conduct meetings according to Roberts' Rules of Order, Newly Revised.

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ARTICLE IX: SERVICE ACTIVITIES

- Section 1. Each chapter shall determine service projects for each year. These projects must fulfill a need within the school or community, have the support of the administration and the faculty, and be appropriate, well planned,

- organized, and executed. All members shall participate in these projects and fulfill the requirements as set forth by the Advisers and Executive Committee.
- Section 2. Each member shall have the responsibility for choosing and participating in a service project that reflects his or her particular talents and interests and must be approved by the Faculty Adviser(s). This is in addition to the chapter projects to which all members contribute. Members must complete 25 individual service hours per year which may be completed from the end of one school year through March 1 of the next school year.
- Section 3. Each chapter shall publicize its projects in a positive manner.
- Section 4. If a member does not complete the group service projects or the individual service, the Faculty Council may vote to terminate membership for that member. Sponsors determine the number of projects required for members and determine whether or not non-participation in a project is excused or unexcused.

Commented [v8]: Added this line.

ARTICLE X: OFFICIAL INSIGNIA, MOTTO, AND COLORS

- Section 1. The National Honor Society has a uniform emblem selected by the National Council. Each member shall be entitled to wear this emblem. Any member who resigns or is dismissed shall return the emblem to the chapter adviser. Both the certificate and the pin must be returned to the adviser.
- Section 2. The motto of the National Honor Society shall be Noblesse Oblige.
- Section 3. The official colors of the National Honor Society shall be blue and gold.

ARTICLE XI: AMENDMENTS TO BYLAWS

- Section 1. Each chapter shall write bylaws to amplify sections of the National Constitution and to clarify operating procedures of the chapter. These bylaws may be amended by the following procedure: (1) Approved by chapter executive committee and the Faculty Council; (2) notice given at least four weeks prior to the meeting at which it is to be voted upon; AND (3) two-thirds (2/3) vote of the chapter. The selection procedures and dismissal procedures are developed by the Faculty Council with the approval of the principal.
- Section 2. The Faculty Council, at its discretion, may override the action of the chapter when such action is deemed in the best interest of the chapter and the school.
- Section 3. Such changes as are commonly made by the school administration and/or Faculty Council do not necessitate approval by the chapter. Matters which relate to the time of meetings during the school day and the definition of school year and school day are typical areas where changes would not be construed to be changes or amendment of these bylaws.