

# **National Honor Society**

## **INTRODUCTION**

The National Honor Society is an organization whose members' exhibit an enthusiasm for scholarship, a desire to provide service for others, to develop leadership skills, and to develop character in all students of Pisgah Senior High School. To be chosen as members of the National Honor Society, candidates must have attended one semester at PHS and be members of the sophomore, junior, or senior class. Candidates eligible for selection must have a minimum scholarship average of 3.75 or above on a weighted scale. The GPA must be maintained to stay a member of NHS and all other requirements such as deemed necessary by the club sponsors and officers be completed.

## **NATIONAL HONOR SOCIETY PISGAH HIGH SCHOOL CHAPTER BYLAWS**

### **Article I**

#### **Name and Purpose**

Section 1: The name of this chapter shall be the Pisgah High School Chapter of the National Honor Society of Secondary Schools.

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 all students of Pisgah Senior High School.

### **Article II**

#### **Membership**

Section 1: Membership in this chapter shall be based on Scholarship, Service, Leadership, and Character.

Section 2: Membership of this chapter is active, each member having the right to vote.

Section 3: To be chosen as members of the National Honor Society, candidates shall have spent at least one semester in this school and be members of the sophomore, junior, or senior class.

Section 4: Candidates eligible for membership to the chapter shall have a minimum scholarship average of 3.75 or above on a weighted scale. This average will be based on the GPA (weighted) at the end of the previous year final grades. The scholastic level of achievement shall remain fixed, and shall be the required minimum scholastic level of achievement for admission to candidacy.

### **Article III**

#### **Selection of Members**

Section 1. The selection of members of this chapter of the National Honor Society shall be based on the minimum grade point average of 3.75 or above on a weighted scale. The average must be exact. The advisors secure the grade point average of each candidate from the Guidance Department.

Section 2. Candidates for membership in the chapter must reflect the trait of Character. Candidates must have no OSS days assigned and/or no more than 4days cumulative in ISS while at Pisgah to be considered for membership. The advisors secure a monthly discipline report from the office.

Section 3. Candidates must also possess the qualities of Service and Leadership.

Section 4. Candidates will submit a completed information sheet for membership.

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 principal and the chapter advisor.

Section 6. An active member of the National Honor Society who transfers to this school will be need proof of his/her to be accepted for membership in this chapter. This transfer member must maintain the membership requirements for this chapter in order to retain his/her membership.

#### **Article IV**

##### **Dismissal**

Section 1: Members who fall below the academic standards shall be promptly warned in writing by the chapter advisor and given a reasonable amount of time ( one semester) to correct the deficiency.

Section 2: In the case of a flagrant violation of school rules or civil laws, a member is promptly dismissed in writing by the chapter advisor.

Section 3: Documented and substantiated cases of cheating as reported to the advisor by other members of the faculty shall result in immediate dismissal.

Section 4: During the time of membership in this chapter, members who are placed in In-School Suspension for a first offense will receive a letter of reprimand from the advisor. Any other ISS assignment while a Pisgah student will result in the member's immediate dismissal.

Section 5: Placement in Out-of-School Suspension will result in immediate dismissal.

Section 6: In all cases of dismissal, a member shall have a right to a hearing before a faculty committee appointed by the principal. The purpose of this appeal shall be to provide an opportunity for the student to explain his/her version of what happened (as per School Board Policy SA1).

Section 7: Dismissal from membership shall be determined by the committee

Section 8: A member will be notified in writing of the decision of the faculty committee. The member may submit in writing his appeal.

Section 9: A member who has been dismissed may appeal the decision of the faculty committee under the same rules for disciplinary appeals in the school district.

Section 10: Once a member has been dismissed he/she may never be reconsidered for membership.

#### **Article V**

##### **Officers**

Section 1: The officers of this chapter shall be a President, Vice-President, Secretary, and Treasurer.

Section 2: Officers shall be members of the senior class.

Section 3: A majority of votes cast shall be necessary to elect any officer of this chapter.

Section 4: It shall be the duty of the President to preside at the meetings of this chapter.

- **President** -Criteria: • Leader • Must be a Senior • Encourager • Energetic • Time Manager • Able to Spend Time Before and/or After School • Good Relationship with the Chapter, the Faculty, and the Student Body • Mature • Organized • Have Sound Judgment • Have the Ability to Work With Many Different Kinds of People and Personalities
- **Responsibilities:** 1. Preside over meetings according to accepted rules of parliamentary procedure. 2. Prepare the agenda for meetings and typically provides agenda copies to the club's advisor so that NHS members who cannot attend meetings still are privy to the information discussed. 3. Appoint committees and serve on them as a non-voting member. 4. Coordinate the activities of the chapter and evaluate the progress of each division of the program of activities. 5. Represent the chapter in public relations and official functions. 6. Appointing and delegating: take great care in the appointments you make and in delegating tasks. After appointing persons to perform tasks, ensure that the task is done. 7. Work with the chapter advisor to plan a calendar of activities for the upcoming year. 8. Coordinate the planning and the implementation of the induction ceremony and reception. 9. Ensure that the chapter fulfills all chapter standards. 10. Meet/Update/Present chapter status to advisor at least once a month. A regular weekly meeting with advisor is common.

Section 5: The Vice-President shall fill the chair of the president in his/her absence.

- **Vice President** --Criteria: • Must be a senior • Have good character • Mature • Organized • Able to spend time before and/or after school • Have sound judgement • Encourager • Have the ability to work with many different kinds of people and personalities
- **Responsibilities:** 1. Assumes the president's responsibilities if necessary 2. Determines all meeting dates to be approved by advisor 3. Assists the president in meeting agenda preparation 4. Works behind the scenes to help iron out differences between people 5. Write up releases for the website and the newspaper about upcoming event 6. Assumes other responsibilities as assigned by the president

Section 6: The chapter Secretary shall keep the minutes of the meetings and a record of all business.

- **Secretary** Criteria: • Leader • Must be a Senior • Mature • Good Relationship with the Chapter, the Faculty, and the Student Body • Have Sound Judgment • Have the Ability to Work With Many Different Kinds of People and Personalities • Accurate • Neat • Completer • Organized • Able to Spend Time Before and/or After School
- **Responsibilities** 1. Help the president prepare and post the agenda for each chapter meeting 2. Prepare and present the minutes of each chapter meeting 3. Organize all committee reports 4. Be responsible for chapter correspondence 5. Maintain a member attendance and activity records 6. Keep track of committee calendars 7. Have on hand for each meeting: a. National Honor Society Minutes Log (which also includes copies of all handouts given at meetings) b. Committee reports and calendar c. Official National Honor Society Handbook d. Copies of the chapter constitution and bylaws 8. Help plan fundraisers and community services 9. Writes and sends donation letters and contacts businesses to follow-up written requests 10. Maintains records to be passed on to next year's officers including a list of addresses and phone numbers of all businesses who provided donations 11. Handle communications for the society, which includes sending thank-you notes to those who have assisted you or made donations

Section 7: The chapter Treasurer shall be responsible for collecting dues from members and handling other financial matters.

- **Treasurer:** Criteria: • Must be a senior • Have good character • Mature • Leader • Organized • Meet the time commitments of NHS • Dedicated • High standards of honesty and reliability
- **Responsibilities:** • Maintain with the advisor(s) a running financial record of all income and expenditures for the current year. • May need to write receipts • Speak at the induction ceremony on one of the four scholarships of the NHS. • Set an example of scholarship, leadership, character and service for others to follow. • Willing to obtain donations from the community • Be at every meeting

## Article VI

Section 1: This chapter is an affiliate of the National Organization, Charter Number 13809. We have been an affiliate since 1967.

Section 2: As a charter organization, this chapter is obliged to follow all rules and regulations stipulated in the National Honor Society Handbook.

Section 3: The activities of this chapter shall be subject to the approval of the principal.

## **Article VII**

### **Meetings**

Section 1: The regular meetings of this chapter shall be held during the school year at times deemed necessary by the President and/or the adviser.

Section 2: Special called meetings that are deemed necessary may be called by the president with the consent of the advisor.

Section 3: All meetings shall be held under the sponsorship of the advisor who volunteers or is selected by the principal.

## **Article VIII**

### **Dues/Costs**

Section 1: The annual dues for each member shall not exceed ten dollars (\$10.00) per year.

Section 2: Each Senior member, in good standing (appropriate GPA and volunteer time in) will have the opportunity to purchase Honor cords and tassels to be worn at graduation. This is not a requirement it is an option. The cost of these may vary from year to year.

## **Article IX**

### **Service Projects**

Section 1: Members of the National Honor Society will earn credit for service hours by engaging in service activities/ projects, individually and/or as an NHS group project, dedicated to the betterment of the school and community.

Section 2: Each member will be required to complete 25 hours of volunteer service hours per school year. Member may choose what they do. Only 7 hours of any summer volunteering may be counted per year. Each member shall complete a Volunteer Service Hours Form with an adult signature verifying their participation. These forms are available from adviser. Half of the hours will be due in December of each year and the rest will be due at the end of the 2 week of April.

Section 3: Each member will be expected to participate in NHS group Service Projects. These may include service projects as deemed necessary and useful to the school and community by the advisors, principal, officers, or members and agreed upon by the chapter.

Section 4: If a member fails to complete the required service hours in the allotted time frame each year he/she will be put on probation and assigned 5 additional hours to be completed by the end of the school year or be dismissed from the chapter.

## **Article X**

### **Amendments**

Section I: This constitution may be amended by two-thirds vote of the chapter, provided that the proposed amendment(s) has/have been approved by the Faculty Committee and the principal. Advance notice (minimum of 1 week) will be to members given prior to the meeting at which amendment(s) is/are to be voted upon.