

# **Estrella Foothills High School Chapter of the National Honor Society**

## **Chapter Bylaws**

### **Article I: Name**

1. The name of the organization is the Estrella Foothills High School Chapter of the National Honor Society.

### **Article II: Purpose**

1. 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 Estrella Foothills High School.

### **Article III: Membership**

1. Selection for membership is by a Faculty Council and is based on outstanding scholarship, character, leadership, and service.
2. Members 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.
3. The Faculty Council shall reserve the right to award honorary membership to school officials, principals, teachers, NHS advisers, adults, students with disabilities, or foreign exchange students in recognition of achievement and/or outstanding service rendered to the Estrella Foothills Chapter of NHS. Honorary members shall have no voice or vote in chapter affairs.
4. Candidates become members when inducted at the induction ceremony.
5. Members who are seniors in good standing are eligible to be nominated by the chapter to compete in the National Honor Society Scholarship Program.
6. An NHS member who transfers from another school must bring a letter from the principal or chapter adviser to the sponsor of NHS and shall be accepted automatically as a member of our chapter. Transfer members must meet our chapter's standards within one semester to retain membership.
7. Members who resign or are dismissed are never again eligible for membership or its benefits.
8. Members must maintain a 3.8 weighted GPA.
9. Members must complete 10 hours of community service during each semester of membership, 2 of which must be school related.
10. Members may not lose more than 10 disciplinary points during a semester in Categories 1 and 2; members may not have disciplinary infractions in Categories 3 or above.
11. There is no limit to how many members are in the chapter.

### **Article IV: Selection of Members**

1. To be eligible for membership, candidates must be a member of the sophomore, junior, or senior class. Freshmen are not eligible.
2. Candidates must have attended Estrella Foothills High School for one semester.
3. Candidates must have an accumulative GPA of a 3.8 on a weighted scale.
4. Candidates must perform a minimum of 5 hours of community service prior to induction.
5. Candidates must have held a verifiable position of leadership prior to induction.
6. Candidates may not lose more than 10 disciplinary points in the year in which they will be inducted in Categories 1 and 2; members may not have disciplinary infractions in Categories 3 or above.
7. The selection of each member to the chapter shall be a majority vote of the Faculty Council. Prior to notification of any candidates, the chapter adviser shall review with the principal the results of the Faculty Council's deliberations.
8. A description of the selection procedure shall be published on the district webpage.

## **Article V: Discipline and Dismissal**

1. The Faculty Council, in compliance with the rules and regulations of the National Honor Society, shall determine the procedure for dismissal. The description of the dismissal procedure is as follows:
2. Members who fall below the standards shall be promptly warned in writing by the chapter adviser and given one semester to correct the deficiency, except that in the case of flagrant violation of school rules or the law, a member does not have to be warned.
  - a. Standards include the following:
    - i. maintaining a cumulative 3.8 weighted GPA
      1. may return to good standing after raising cumulative weighted GPA to 3.8 within one semester.
    - ii. completing 10 hours of community service within each semester, 2 of which must be school related.
      1. may return to good standing after completing double the amount of service hours short of the required 10 within one semester.
    - iii. not losing more than 10 disciplinary points during a semester in Categories 1 and 2
      1. may return to good standing if no disciplinary infractions occur within one semester.
    - iv. not committing Category 3 and/or above infractions
      1. may return to good standing if no disciplinary infractions occur within one semester and must complete 4 additional hours of community service.
    - v. not missing more than 1 chapter meeting within the semester
      1. may return to good standing by completing 2 additional hours of community service and may not miss any remaining chapter meetings within one semester.
    - vi. paying dues within 30 days of the first chapter meeting of the school year
      1. may return to good standing by paying dues and completing 2 additional community service hours within the semester.
    - vii. wearing NHS apparel on meeting days (1<sup>st</sup> Wednesday of every month); cannot miss more than 3 times a year.
      1. may return in good standing by completing 1 additional hour of community service per time missed.
3. The member will receive one written warning and shall be informed in writing of how to return to good standing.
4. The member has one semester to return to good standing. After one semester, if the member has not returned to good standing, he/she will have the right to a hearing before the Faculty Council. The Faculty Council will decide the outcome of the student's membership status.
5. For purposes of dismissal, a majority vote of the Faculty Council is required.
6. A member who has been dismissed may appeal the decision of the Faculty Council to the principal and thereafter under the same rules for disciplinary appeals in the school district. NASSP shall hear no appeals in dismissal cases.

## **Article VI: Chapter Officers**

1. Structure of the Chapter Officers
  - a. President
  - b. Vice President
  - c. Secretary
  - d. Treasurer

- e. Historian
- f. Advisers
- 2. New officers shall be installed at the senior stole ceremony.
- 3. Election of Chapter Officers
  - a. Candidates must be in good standing.
  - b. Candidates must be nominated and seconded to get their name on the voting ballot.
  - c. Members in good standing will vote for nominees.
  - d. Elections will be held at the meeting prior to the senior stole ceremony.
  - e. The Outgoing President will run the election meeting.
  - f. 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.
  - g. The results of the election will be announced prior to the induction ceremony.
- 4. Chapter Officer Duties
  - a. All chapter officers are responsible for the following:
    - i. Attending all officer meetings
    - ii. Contributing to all fundraising events
    - iii. Participating in chapter service projects
    - iv. Running and making decisions that are in the best interest of the chapter.
    - v. Enforcing all regulations and rules
    - vi. Considering financial matters relating to the chapter
    - vii. Assigning duties to members
    - viii. Filling any vacancies within the structure of the chapter officers
    - ix. Interpreting the meaning of the National Constitution and our chapter Bylaws
    - x. Holding regular chapter meetings
    - xi. Encouraging member attendance at chapter meetings and participation in all NHS sponsored activities and fundraisers.
  - b. President: He/she will run all meetings and shall be responsible for the Constitution and administration of its policies. In case of a vacancy in the office of presidency, it shall be filled by the Vice President until a replacement is appointed.
  - c. Vice President: He/she shall assume the powers and responsibilities of the President in the time of absence of the President. He/she will assist the President in performing his/her duties. In case of a vacancy in the office of the Vice President, the Secretary shall fill the seat until a replacement is appointed.
  - d. Secretary: He/she shall assume the position of President in the absence of both the President and Vice President. He/she shall arrange activities as well as research any possibilities for the chapter. It is the duty of the Secretary to ensure that all functions with the organization are running smoothly. The Secretary will also take notes during chapter meetings. In case of a vacancy in the office of Secretary, it shall be filled by the Treasurer until a replacement is appointed.
  - e. Treasurer: He/she shall assume the position of President in the absences of the President, Vice President, and Secretary. He/she shall be responsible for any organizational funds and responsible for all fundraising events. The Treasurer is responsible for providing updated account information at every chapter meeting. He/she is also responsible for making sure we do not spend more than we have in our account and for keeping accurate

records of our deposits and expenditures. In case of a vacancy in the office of Treasurer, it shall be filled by the Historian until a replacement is appointed.

- f. Historian: He/she shall assume the position of President in the absences of the President, Vice President, Secretary, and Treasurer. He/she shall be responsible for taking pictures at chapter activities and for promoting the work of the chapter to the public.
5. Removal from Office: Chapter officers may be removed from office for the following reasons: neglecting duties, inappropriate behavior, and/or excessive absences at officer meetings and/or chapter meetings. Officers may be removed from office by either a majority vote by officers or by the chapter adviser.

#### **Article VII: Executive Committee**

1. The Executive Committee shall consist of the officers of the chapter and the chapter adviser.
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 subject to the review of the chapter membership.
3. The Executive Committee shall have the responsibility for ensuring that chapter activities and procedures follow school policy and regulations.

#### **Article VIII: Meetings**

1. We shall have chapter meetings once a month.
2. Officer meetings will take place the week before chapter meetings are scheduled.
3. The chapter President or Adviser may call special meetings when necessary.
4. Meetings will be conducted according to Robert's *Rules of Order, Newly Revised* in all points not expressly provided for in these chapter Bylaws.
5. All chapter members are expected to attend all regularly scheduled chapter meetings.
6. Members may not miss more than 2 meetings a semester.

#### **Article IX: Activities**

1. The chapter shall determine one or more service projects for each year.
2. All members shall regularly participate in these projects.
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, be well planned, organized, and executed.
4. Each member shall have the responsibility for choosing and participating in an individual service project that reflects his or her particular talents and interests. Students may use these hours toward their 20 service hours per year membership requirement.
5. The chapter shall publicize its projects in a positive manner.

#### **Article X: Insignia**

1. Each active, graduate, or honorary member in good standing with the chapter shall be entitled to wear the official emblem.
2. Any member who resigns or is dismissed shall return the emblem to the chapter adviser.
3. Members who are seniors in good standing shall be entitled to wear honor stoles signifying their membership in NHS during the EFHS Senior Awards Night and the EFHS Graduation Ceremony.
4. All insignia must be procured from the national office of the National Honor Society, 1904 Association Drive, Reston, VA 20191.

5. The motto of the National Honor Society is *Noblesse Oblige*.
6. The official colors of the National Honor Society are blue and gold.
7. A graduate member may purchase a replacement for a lost emblem by verifying membership to the national office.

#### **Article XI: Dues**

1. Annual dues for this chapter shall be \$10.
2. Dues will be payable to the chapter adviser within 30 days of the start of the school year.

#### **Article XII: Powers**

1. The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.
2. The principal shall reserve the right to approve all activities and decisions of the chapter.
3. These bylaws 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 it undertakes.

#### **Article XIII: Amendments**

1. These chapter bylaws may be amended by the Executive Committee based on input from the chapter members and Faculty Council.