



# North Central Chapter of the National Honor Society Bylaws

## Article I

Section 1: North Central High School Chapter of the National Honor Society (NHS)

Section 2: Charter Number 16899

Section 3: Charter established November 20, 1978 by National Council

Section 4: The purpose of this organization is to create enthusiasm for Scholarship, to stimulate a desire to render Service, to promote worthwhile Leadership, and to encourage the development of Character in the students of North Central High School.

Section 5: NHS is under the sponsorship of the National Association of Secondary School Principals (NASSP)

## Article II Organization

Section 1: The Chapter bylaws will be regularly reviewed with the purpose of determining whether they need to be updated.

Section 2: The Chapter bylaws will be reviewed and approved by the Executive Council and Principal prior to any change being implemented.

Section 3: The Chapter shall pay an annual affiliation fee approved by the NASSP Board of Directors.

Section 4: The annual individual member dues paid to the chapter shall not exceed twenty dollars inclusively. The exact amount shall be determined by the Executive committee of the chapter.

## Article III The Principal

Section 1: The Principal reserves the right to approve all activities and decisions of the chapter.

Section 2: The Principal chooses the faculty members of the Executive Council and appoints the Chapter Adviser, who may serve consecutive terms.

Section 3: The Principal shall receive appeals in cases of non-selection of candidates, and the disciplining and/or dismissal of members.

## Article IV Chapter Adviser

Section 1: The Chapter Adviser is responsible for the direct, day to day supervision of the chapter.

Section 2: The Chapter Adviser shall send the annual report to the National Office.

Section 3: The Chapter Adviser shall help the chapter officers understand and carry out their duties.

Section 4: The Chapter Adviser shall be a non-voting member of the Executive Council.

Section 5: During Executive Council meetings, the Chapter Adviser serves as the supervisor who ensures that proper procedures are being followed, and as the advocate who protects the interest of the student(s).

## **Article V Executive Council**

Section 1: The Executive Council shall consist of five voting faculty members appointed annually by the Principal and the Chapter Adviser.

Section 2: The Chapter Adviser is a non-voting member.

Section 3: The Principal is not a member of the Executive Council due to the fact that all appeals are handled through the Principal's office nor is it allowed by the National Council.

Section 4: The term of the Executive Council will be one year. Faculty members may serve consecutive terms.

Section 5: The Executive Council will meet as needed to review the procedures of the chapter, select members, and to consider non-selection, dismissal other disciplinary actions and warning causes.

Section 6: The Executive Council will review, when necessary, all chapter procedures for selection, discipline, and dismissal of members, all of which must remain in compliance with the National guidelines.

## **Article VI Membership**

Section 1: Membership in the local chapter is an honor bestowed upon a student. Selection for membership is voted on by the Executive 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: Candidates become members after being inducted at a special ceremony.

Section 3: A NHS member who transfers from another school, and said membership can be verified, shall be accepted automatically as a member of NHS. The transferred student's GPA must meet the standard of North Central National Honor Society if this is not the case, the member will have one semester to increase GPA requirement in order to retain membership.

Section 4: Members who resign or are dismissed are never again eligible for membership.

Section 5: Membership is open to qualified sophomores, juniors, and seniors.

## **Article VII Selection of Members**

Section 1: A minimum cumulative GPA of 3.3 or above will be required of junior and senior members. A minimum cumulative GPA of 3.5 will be required of sophomore members for their first year of membership. The cumulative grade point average is based on the previous semester.

Section 2: Selection of a member is based upon written application to the chapter which is reviewed by the Executive Council. Applications not received in time will be automatically removed from consideration. The applicant can re-apply the following year if still meeting the criteria for membership. Interviews can be held for any candidates to discuss a student's application.

Section 3: The selection of each member to the chapter shall be by a majority vote of the Executive Council.

## Article VIII Discipline and Dismissal

Section 1: Any member that falls below the standards of scholarship, leadership, character, or service may be dismissed from the North Central Chapter of the National Honor Society. A member of the National Honor Society is expected to maintain an active role in service and leadership within his or her school and community.

Section 2: If a member's cumulative grade point average falls below the standard in effect when he or she was selected (3.3 for juniors/seniors, and 3.5 for sophomores), he or she will be given a written warning and placed on probation. If the cumulative grade point average remains below requirement the next semester, the student will be released from the chapter.

Section 3: Violation of criminal law or school regulations can result in probation (see section 4) or dismissal of the student. The violations include, but are not limited to, stealing, destruction of property, cheating, truancy, fighting, or smoking. Possession, selling, or being under the influence of drugs or alcohol at school, school-related activities or outside of school will result in removal from the National Honor Society.

Section 4: Probation consists of any/all of the following:

- \*Extra hours of community service will be expected.
- \*Attendance at all group activities is required – this includes both group volunteer activities/events and all meetings.
- \*Probation will be for the one year or until graduation (whatever comes first).
- \*Any student in an officer role will be asked to step down from their position while on probation.
- \*Any subsequent violation of the bylaws or the school code of conduct will result in dismissal.

Section 5: Offenders of the school conduct code (such as profanity, failure to comply, unexcused absences or tardiness, etc.) will receive written notification. A conference may be requested by either party (Executive Council or student/parent). If the member is involved in another school violation of the school conduct code, the member may be dismissed.

Section 6: Any member whose personal conduct is questionable, in accordance with the accepted norms of student behavior, may be dismissed by the Executive Council.

Section 7: In case of pending dismissal:

- A. The member will receive written notification of the reason for possible dismissal from the Adviser/Executive Council.  
The member and Adviser may discuss the written notification in a conference.
- B. The member will be offered a hearing with the Executive Council prior to dismissal (in accordance with due process identified in the National Constitution). The member has the opportunity to present his or her defense. The Executive Council will then vote on whether to dismiss, place on probation or take no action. In cases of dismissal a majority vote of the Executive Council is required.

C. A letter of dismissal will be sent to the student and parent if the student is dismissed. Dismissed members must surrender any membership emblems, sashes, membership cards and certificates to the Adviser. If the member does not return these items, the matter will be treated as a school disciplinary matter.

D. The member who is dismissed may appeal the decision of the Faculty Council and principal under the same rules for disciplinary appeals in the North Central School district.

E. When a student is dismissed, he or she is no longer a member and may never again be considered for membership in the National Honor Society.

F. The National Council and NASSP shall hear no appeals in dismissal cases.

## Article IX Chapter Officers

Section 1: All officers must have the necessary time to devote to making the society a working, useful, and productive one.

Students who do not have the necessary time or dedication should think twice before considering seeking an office.

Section 2: The officers of the chapter will be president, vice-president, secretary, treasurer, parliamentarian and historian. All chapter officers are required to be present at the set up and clean up of the induction ceremony failure to do so will indicate to the Chapter that the member no longer wishes to hold office (see section 8 of this article). If for some extraordinary reason the officer cannot make it, the officer must inform the Adviser in advance and the Adviser must approve the absence.

Section 3: Student officers will be elected (by majority vote) at the last meeting of each school year from chapter members.

Section 4: The president will take a leading role at meeting and in projects.

Section 5: The vice-president will take over if president leaves office. Additionally, the vice-president will help with the organization of projects, and facilitate the logging of service hours for all members in the Chapter.

Section 6: The secretary will keep the minutes of the meetings, and be responsible for correspondence.

Section 7: The treasurer will keep records of income and expenses.

Section 8: The parliamentarian will be expert on chapter bylaws and the *National Constitution of NHS*. They will have a copy of the chapter bylaws and constitution for reference on hand for each meeting.

Section 9: The historian will be in charge of developing and maintaining a scrapbook of memorabilia in which to record the chapter's history. This officer is also in charge of completing an annual report of all National Honor Society activities.

Section 10: Removal from office procedure when a member is not fulfilling duties

A. First Offense: Written Warning

B. Second Offense: Hearing with Executive Council – at this hearing the officer is asked to explain his or her side of the situation and committee will rule on this matter. At this point if the officer is considered not to be taking the office seriously the officer's title could be relinquished.

C. Third Offense: Removal letter, at this point member can appeal to Adviser, Executive Council, or as with any chapter disciplinary action, with the Principal.

## **Article X Meetings**

Section 1: Attendance at meetings is mandatory. Student members with prior commitments must notify the Adviser in advance.

Section 2: Meetings for the National Honor Society will be held on either a monthly or weekly basis, depending on need. Meetings can be before, after or during school hours.

## **Article XI Activities**

Section 1. The chapter will determine one or more service projects for each year.

Section 2. All members will regularly participate in projects. There will be a participation requirement of 20 hours each year for all members, including new inductees. Service hours must be National Honor Society sanctioned and cannot be used for multiple school organizations. Up to 12 summer service hours may be used for the following school year. In addition, an *NHS Activity Sheet* must be properly filled out within 10 school days of the activity in order to count toward the required hours. Activity sheets for summer hours are due at the second meeting of the school year. Activity sheets can be obtained from the Chapter Adviser or the High School Office.

Section 3. Projects will 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. The chapter will publicize its projects in a positive manner.

## **Article XII Induction**

Section 1: Induction into the North Central Chapter of the NHS will be held in the fall.

Section 2: Present members of the Chapter will be responsible for the induction ceremony under the supervision of the Chapter Officers, who are required to take an active role, and overseen by the Chapter Adviser.

*NHS Bylaws (Composed October 30, 2005; Revised October 10, 2019)*

