

**Chapter Bylaws  
Of the  
High Schools of Eagle Mountain Saginaw ISD  
National Honor Society  
Adopted: Beginning the 2019/2020 School Year**

**ARTICLE I: NAME**

The name of this chapter shall be the Chapter of the National Honor Society of Eagle Mountain Saginaw ISD (EM-S ISD).

**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 EM-S ISD.

**ARTICLE III: POWERS**

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

Section 2: The chapter advisor(s) is given the authority to supervise the administration of chapter activities, as delegated by the campus principal.

Section 3: Final authority on all activities and decisions of the chapter resides with the campus principal.

Section 4: Non-discrimination. 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, ancestry, national origin, sex (gender), and disability. This policy of nondiscrimination applies to all practices, including the chapter administration and the 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. 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 for the upcoming school year.

- 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 EM-S ISD.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative grade point of 93.000.
- d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, and character.
  - 1. **Service** - Applicants must have completed 15 hours within last nine months prior to application. Service is considered to be those actions undertaken by the student which are done with or on behalf of others without any direct financial or material compensation. To be considered community service, it must not be provided to family members or other organizations in which you receive service credit.
  - 2. **Leadership** - Exercises positive influence on peers and upholds school ideals and spirit. NHS members demonstrate reliability and dependability in the classroom, at work or in other school or community activities.
  - 3. **Character** - NHS supports the multi-faceted definition of character known as the 6 pillars of character. A person of character demonstrates the following 6 qualities:
    - a. Trustworthiness
    - b. Respect
    - c. Responsibility
    - d. Fairness
    - e. Caring
    - f. Citizenship

## **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 campus principal. The chapter advisor(s) shall be the sixth/seventh, non-voting, ex-officio member of the Faculty Council.

Section 2: The selection of active members shall be held for the current senior class during the first semester and for the sophomore and junior classes during the second semester of the academic 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. Students who are eligible scholastically (i.e., candidates) shall be notified and asked to complete and submit the Candidate Form for further consideration.
- c. The faculty shall be requested to evaluate candidates using the official evaluation form provided by the chapter advisor(s).
- d. Evidence of SAC, suspension, or serious rules violation will be cause for denial of membership.
- e. The candidate must have no U's and no N's on their report card for the previous semester.
- f. The candidate must have completed at least 15 hours of community service during the nine months prior to applying. Community service is generally considered to be those

actions undertaken by the student which are done on behalf of others who are outside their family, without any financial or material benefit to the student. The service hours need to be documented on organizational letterhead with the date of service, hours of service, service provided and the supervisor's name and contact information. No e-mail letters will be accepted.

- g. The Faculty Council shall review the Candidate Form, faculty evaluations, and 15 hours of community service documented on organizational letterhead.

Section 4: Accepted candidates become active members at the first scheduled monthly meeting. Accepted candidates will be inducted at a special ceremony in the second semester of the academic school year.

Section 5: An active member of the National Honor Society who transfers from this school may request an official letter indicating the status of his/her membership.

Section 6: An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter after receipt of confirmation of member in good standing from previous school/NHS advisor(s). The Faculty Council shall grant to the transferring member 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: Annual dues for this chapter shall be \$20.00. Graduating members in good standing will be required to purchase an NHS stole (collar).

Section 2: Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be entitled to the following:

- a. National Honor Society certificate upon completion of their first year of membership.
- b. National Honor Society pin at the completion of their second year of membership.

Section 3: Any member who withdraws, resigns, or is dismissed from the chapter shall return the certificate and pin or be fined.

#### **ARTICLE VII: OFFICERS**

Section 1: The officers of the chapter shall be president, 1st and 2nd vice presidents, recording and corresponding secretaries, historian, and treasurer.

Section 2: Student officers shall be elected at the last meeting of each school year. All returning 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. There will be no campaigning for officer positions. Officer candidates will be allowed a two minute speech prior to the election

Section 3: 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: It shall be the duty of the **President** to:

- Preside over meetings
- Prepare agenda with executive committee
- Must check in with advisor(s) WEEKLY
- Delegate “jobs”

Section 5: The **1st Vice-President** shall:

- Keep record of all service hours and meeting/event attendance on spread sheet
- Keep advisors updated every six weeks with hard copy of spread sheet

Section 6: The **2nd Vice-President** shall:

- Plan, prepare, and schedule monthly events from September-May
- Clear the event with the advisors.
- Help plan and set up for parties
- Organize all events set-up and clean-up

Section 7: The **Recording Secretary** shall:

- Take and read minutes of all meetings
- Prepare attendance letters for all members that miss a meeting or event
- Prepare and update regularly our Web/Facebook page
- Prepare and assign Character Ed. Announcements, quotes, posters, web page, etc.

Section 8: The **Corresponding Secretary** shall:

- E-mail, text, call, or inform members of upcoming events including meetings.
- Prepare announcements
- Inform district, local newspaper, or others of chapter activities
- Thank you notes as needed
- Posters as needed

Section 9: The **Treasurer** shall:

- Keep record of all money collected, deposited and all other financial transactions of the chapter.
- Assist 1<sup>st</sup> Vice President

Section 10: The **Historian** shall:

- Record chapter events with pictures or videos
- Prepare power point for induction
- Provide and prepare programs/pamphlets
- Provide pictures to corresponding secretary for web, newspaper, and Facebook, etc.

All officers may have additional duties assigned by advisor(s) if they become necessary

Section 11: Officers and the faculty advisor(s) 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, but any action by the executive committee is subject to the review of the chapter members.

Section 12: In the event of an officer vacancy, a special election will be held for the office at the next scheduled monthly meeting

### **ARTICLE VIII: MEETINGS**

Section 1: Regular meetings of this chapter shall once a month at a time and day scheduled by the executive committee. Special meetings can be called by the president with approval of the advisor(s).

Section 2: This chapter shall conduct its meetings according to *Robert's Rules of Order*.

Section 3: Members are expected to attend all chapter meetings. Failure to attend meetings may result in disciplinary actions as described in Article X of these bylaws.

### **ARTICLE IX: ACTIVITIES**

Section 1: The chapter shall participate in service projects throughout the year.

Section 2: All members shall regularly participate in these projects, accumulating a minimum of **10 chapter hours per semester for a total of 20 chapter hours per year.**

Section 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, and be well-planned, organized, and executed.

Section 4: Beginning the day after graduation of each academic school year, each member shall have the responsibility for choosing and participating in a minimum of **10 hours of individual community service per semester for a total of 20 individual hours per year.** These community service projects should reflect his or her particular talents and interests and as approved by the chapter adviser. Community service is generally considered to be those actions undertaken by the student which are done on behalf of others who are outside their family, without any financial or material benefit to the student. The service hours need to be documented on organizational letterhead with the date of service, hours of service, service provided, and the supervisor's name and contact information. **This is in addition to the chapter projects to which all members contribute.**

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 EM-S ISD campus 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 to his/her school and community.

Ten individual hours must be completed by the first Friday of December. Failure to complete these individual hours will result in a warning letter or dismissal proceedings.

All 20 individual hours and 20 chapter hours must be completed by the first Friday of April. Failure to do so will result in warning letter or dismissal proceedings.

Section 2: If a member's cumulative grade point average falls below the standard in effect when he/she was selected, 93.000, he /she will be given a written warning and a time period of 6 weeks 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 includes consideration of dismissal from the chapter.

Section 3: Violations of the law or school regulations can result in immediate consideration of the dismissal of a member. These violations include, but are not limited to DWI, stealing, destruction of property, cheating, truancy, bullying, assault, or possession, selling, 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, unexcused absences, excessive tardiness, etc.) will receive written warning notification. A conference may be requested by either party (Faculty Council or student/parent). If the member is involved in another violation of the school conduct code, the member will be dismissed pending a hearing.

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 adviser/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 campus principal for review, and then stated in a letter sent to the student and parents. Dismissed members must surrender any membership certificate and/or pin to the advisor(s).
- d. The Faculty Council's decision may be appealed to the campus principal and afterwards according to provisions of the EM-S ISD discipline policies.
- e. A member who is dismissed or resigns will 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.

Approved on November 28, 2018 beginning the 2019-2020 school year  
By: EM-S ISD Administration, Campus Principals, Campus Advisor(s) and  
Campus NHS members

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