**BYLAWS**

**Neshaminy High School**

**National Honor Society**

**ARTICLE I: NAME**

The name of this organization shall be the Neshaminy High School Chapter of the National Honor Society.

**ARTICLE II: PURPOSE**

The National Honor Society of Neshaminy High School exists 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 Neshaminy High School. Membership will be considered as both an honor and a commitment.

**ARTICLE III: POWERS**

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

**Section 2**: The Chapter Co-Advisers

The chapter Co-Advisers are given the authority to supervise the administration of chapter activities, as delegated by the school Co-Curricular Principal and/or School Principal. The chapter Co-Advisers should be faculty members who have faith in the abilities of young people and who are willing to spend time with them to develop their potential. The advisers are to be familiar with the Handbook and have a working knowledge of Society policies, as well as those of the school and district. The advisers will carry out the duties outlined in the National Honor Society Constitution by promoting chapter activities, stimulating positive actions by its members, maintaining chapter records, attending all meetings and functions, be an ex-officio, non-voting member of the Faculty Council and provide information to the chapter on school and national policies regulating chapter activities. The chapter advisers shall regularly review each member for compliance with the Society standards and obligations and will help the officers understand and carry out their duties.

**Section 3**: The Co-Curricular Principal and the Principal

Final authority on all activities and decisions of the chapter resides with the school Co-Curricular Principal and/or Principal. (See Article V, Section 1 or the National Constitution.) The Principal and/or Co-Curricular Principal have the right to approve all activities and decisions of the

chapter. This authority extends to selection and dismissal of members. The Principal(s) cannot serve as a chapter adviser and are not members of the Faculty Council. The Principal(s) shall receive appeals in cases of non-selection of candidates, and the disciplining or dismissal of members. The Principal(s) will recognize the importance of the National Honor Society, be thoroughly familiar with the Handbook and remain aware of the activities and procedures of the chapter.

**Section 4**: The Faculty Council

The Faculty Council shall consist of five voting faculty members appointed annually by the Co Curricular Principal. The Faculty Council will consist of one representative from the English, Guidance, Mathematics, Science, and Social Studies Departments. The chapter Co-Advisers shall be ex-officio, non-voting sixth and seventh members of the Faculty Council. The Principal and Co-Curricular Principal will not be members of the Faculty Council but are encouraged to meet privately with the Co-Advisers and the Faculty Council annually to provide direction and instruction. The Faculty Council will meet at least once a year to review chapter procedures, select members and to consider non-selection, dismissal, other disciplinary actions, and warning cases. The Faculty Council will approve, when necessary, all new chapter procedures for selection, disciplining, and dismissal of members. These revisions will remain in compliance with the National Guidelines provided in the National Handbook and the Constitution.

**Section 5**: Nondiscrimination

Our chapter of NHS maintains policies and practices that are designated 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 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. Honorary members are selected at the discretion of the Faculty Council. 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 sophomore, junior or senior class.

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 Neshaminy High School.

c. Candidates eligible for election to the chapter shall have a minimum cumulative grade point average (GPA) of 3.7500 on the weighted scale used at Neshaminy High School, as published in the Student Handbook. Said cumulative GPA is calculated by the Neshaminy School District. Members will be expected to maintain a National Honor Society GPA of 3.7500 or higher

d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, and character.

**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 co-curricular principal. The chapter Co-Advisers shall be the sixth and seventh non-voting members of the Faculty Council.

**Section 2**: The selection of active members shall be held once per school year in the spring.

**Section 3**: Prior to final selection, the following shall occur:

1. All students with a **cumulative GPA of 3.7500 or higher** at the end of the second marking period will be notified that they have been determined eligible for the selection process in homeroom. All students who are eligible scholastically (i.e. candidates) shall be asked to complete and submit the Candidate Form (Appendix I) for further consideration.
2. All faculty will have the opportunity to evaluate candidates determined to be scholastically eligible.
3. The Faculty Council shall review the Candidate Forms, faculty evaluations and other relevant information to determine those who fully meet the selection criteria for membership.

**Section 4**: Candidates become members when inducted at a special ceremony.

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

**Section 6**: An active member of the National Honor Society who transfers to Neshaminy High School will be automatically accepted for membership in the chapter. 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/PRIVELEGES OF MEMBERS**

**Section 1**: Annual dues for this chapter shall be $20.00. Co-Advisors should be notified in the event of financial hardship.

**Section 2**: Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be granted the privilege to wear the emblem adopted by the National Honor Society.

**Section 3**: Any member who withdraws, resigns, or is dismissed from the chapter shall not be granted the privilege of wearing the emblem.

**Section 4**: Chapter members who are seniors in good standing shall be granted the privilege of wearing the gold tassels at graduation. Officers who are in good standing shall be granted the privilege of wearing honor stoles at graduation.

**Section 5**: **Grade Point Average**

1. A cumulative GPA of 3.75 or higher must be maintained for membership.

**Section 6**: **Obligations**

1. Members are expected to attend all membership meetings and the annual Induction Ceremony. These membership meetings are scheduled far enough in advance for members to make arrangements to change work schedules and other obligations. If a member has a conflict due to a Neshaminy High School athletic or interscholastic competition, then they shall notify the President before the meeting day. All other conflicts must be brought to the attention of the Co-Advisers.
2. Service to Community Blood Drives: Members are expected to assist in either recruitment or publicity for each drive. Members can volunteer to help on the day of the drive with priority given to those who worked on recruiting and publicity, then Senior class members followed by Junior class members. Officers will be involved in all aspects of the drives: planning, recruitment, publicity and for the entire duration of the drive.
3. School Leadership: Members are expected assist with the following:
4. Junior Year: Honor Guard at Graduation
5. Rising Senior: Assist with Summer Freshman Orientation Day 1 and/or Day 2
6. Senior Year: School Guide during Back-To-School Night
7. Senior Year: Homecoming- planning or booth.
8. Service to Scholarship: Members are expected to assist and attend the National Honor Society Service to School program on College Application Information Night and College Fair.
9. Personal Service to Community: Members are expected to participate in 20 hours of community service annually.
10. Members are expected to support the following events:

1. August: Freshman Orientation Program Day 1 and Day 2
2. September: Back-to-School Night
3. September/October: College Application Information Night/College Fair (all)
4. October: Induction Ceremony
5. October/November: Homecoming
6. December: Blood Drive Publicity or Recruitment
7. May: Blood Drive Publicity or Recruitment
8. June: Graduation Honor Guard

g. Committees: Members are asked to participate in one of the following committees. Members are encouraged to demonstrate their leadership skills by requesting to be appointed as a committee chairperson. Requests will be made to the President who will select the committee chairs with the approval of the Co-Advisers. Some events are so large that Co-Chairpersons may be necessary.

1. College Application Information Night/ College Fair

2. Homecoming

3. Induction Ceremony

4. December Blood Drive

5. May Blood Drive

6. Volunteer Neshaminy Service Projects, promoting and advertising new volunteer opportunities to the membership and the student body (i.e. Habitat for Humanity, Trenton Soup Kitchen, Community Park Clean-Up, Three Day Walk, etc.)

**ARTICLE VII: OFFICERS**

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

**Section 2:** Student officers shall be elected at the last quarterly membership meeting of each school year, held in May, by members of the junior class. All returning members in good standing are eligible to run for a position as an officer. Any active member can nominate an eligible member as candidate for office. Those nominations shall be done in response to a call for nominations sent via email to the membership prior to the meeting. A member may nominate themselves. The nominees will then have the opportunity to accept or decline the nomination and provide the Co-Advisers with a short statement as to why they are a good candidate for that position a week before the meeting. The statements will be sent to the membership for their review. There will be a paper ballot vote for all candidates on the school day before and on the school day of the meeting. Arrangements for absentee ballots may be made with the Co-Advisers for members who will be absent from school on both days. The field will be narrowed to the top two candidates for each position and those candidates will be announced at the meeting. The election will take place by the junior class members present at that meeting.

**Section 3:** Voting shall be by secret ballot. A final vote will be taken at the quarterly membership meeting. A majority vote 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 the chapter, and serve as the official representative of the chapter at school and community functions. The President is responsible for keeping a record of membership obligations, for selecting committee chairpersons, for creating meeting agendas.

**Section 5:** The Vice President shall preside at the meetings in the absence of the President and shall also keep a record of members’ contributions.

S**ection 6:** The Secretary shall keep the minutes and attendance records for meetings and events and be responsible for all official correspondence including public relations announcements.

**Section 7:** The Treasurer shall keep records of business expenses of the chapter. The treasurer will keep an up-to-date contact list of all known outside service organizations provided by the membership and keep the membership Gmail account membership data base up to date.

**Section 8:** Officers and the faculty Co-Advisors 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. Any action by the Executive Committee is subject to the review of the chapter members.

**ARTICLE VIII: 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 Neshaminy High School 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 in his/her school and community.

**Section 2:** If a member’s cumulative grade point average falls below 3.7500, he/she will be given a written warning and a reasonable time period for improvement. If the 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 can include 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 (See Section 5 below). These violations include, but are not limited to DWI, stealing, destruction of property, cheating, truancy, 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 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 may be considered for dismissal.

**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 pending dismissal:

1. The member will receive written notification from the co-advisers/Faculty Council indicating the reason for consideration of dismissal.
2. 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.
3. The results of the Faculty Council vote will be presented to the principal for review, and then stated in a letter sent to the student and parents. Dismissed members must surrender any membership emblems to the adviser.
4. The Faculty Council’s decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies.
5. A member who is dismissed or resigns, many never again be considered for membership in the National Honor Society.

**ARTICLE IX: RATIFICATION, APPROVAL, and REVIEW**

**Section 1:** These bylaws will be approved upon receiving a two-thirds affirmative vote of all active members of the chapter, a majority affirmative vote of the Faculty Council, and approval by the administration.

**Section 2:** These bylaws shall be reviewed and if necessary, revised within five years from the date of approval noted on this document.

Approved on September 1, 2015