

Boyertown Senior High Chapter of National Honor Society



Candidate and Member Handbook

National Honor Society

Official Insignia:



Official Colors: Blue and Gold

Official Motto: *Noblesse Obligue* - nobility obligates meaning that, your position in the National Honor Society obligates you to uphold its standards and bring honor to the society of which you are a member.

BASH Chapter's National Honor Society Pledge:

I pledge myself
to uphold the high purpose of this Society
to which I have been elected,
Striving in every way
By word and deed
To make its ideals
The ideals of my school and my life.

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Introduction and Welcome

On behalf of the Faculty Advisory Council (FAC) of the Boyertown Senior High (BASH) Chapter of the National Honor Society (NHS), congratulations on being considered a candidate for membership into the NHS. The National Honor Society's purpose is to promote appropriate recognition for students who reflect outstanding accomplishments in the areas of scholarship, character, leadership, and service.

Membership and induction into the NHS is a special honor, and as such, induction into the Honor Society is only possible after a successful review and subsequent invitation from the chapter advisor. While completion of the prerequisites described in this handbook is mandatory, their completion does not guarantee induction into the BASH Chapter. Upon your completion of all the prerequisites and the candidacy period, the FAC will convene to review and evaluate each candidate's qualification for membership. The FAC will consider evidence of each candidate's prior offerings as well as his or her potential for continued contributions in the areas of leadership, character, service, and scholarship. A formal invitation of induction will be issued to the successful candidates immediately following the FAC's candidate review meeting.

It is expected that inductees will remain in good standing, adhering to and surpassing the requisites for membership, throughout their remaining time at BASH.

This handbook provides the candidate, as well as inducted members, a reference concerning expectations for BASH NHS candidates and members. In addition, the handbook also provides important deadline information that will be vital for candidates and members for partial fulfillment of membership requisites.

To the candidates, congratulations again on your candidacy - we look forward to learning more about you and your contributions to your classes, your peers, BASH, and the greater Boyertown community. For those inducted members of the society, we look forward to your continued excellence.

Sincerely,

Brett A. Cooper, Ed.D.
Principal

Jamison S. Renfro
NHS Advisor

The Application Process

In the fall of their junior or senior year, students with a cumulative GPA of 3.5 (not rounded) or higher from the previous school year are eligible to apply to the NHS. Those students will be invited to apply for membership into BASH's chapter of the NHS via an official letter that outlines the application process for the candidates. Please note that an invitation to apply does not guarantee membership into the NHS.

The final form of the application to be submitted by candidates consists of the completed application itself, which also includes short essay questions, a completed leadership form, a completed service form, and three character recommendations provided by teachers, two of which must be from core content area teachers, and members of the community at large who can evaluate the candidate in one or more of the qualities of scholarship, leadership, character, and service. It is the candidate's responsibility to give the appropriate form to the individual who will be making the recommendations and fill out the specific directions regarding the recommendations.

The FAC of the NHS considers the application to be of utmost importance. Acceptance into the NHS depends, for the most part, on the information conveyed in the application. Therefore, the FAC advises that each applicant take great care when completing the application. The information presented as evidence is for high school years only. The committee reminds the applicant that his/her application should demonstrate the following:

- * evidence forethought and planning
- * exhibit neatness, consistency, and clarity
- * contain correct spelling and grammatical structure
- * handing in a completed application
- * contains all necessary signatures, initials, and phone numbers

All completed applications must be turned in to the chapter advisor by the given application deadline. **No extensions will be granted. Incomplete applications will be given NO further consideration.** All completed applications are then forwarded to the FAC.

An anonymous FAC will meet to review membership applications. The FAC consists of five voting members and the non-voting chapter advisor. The members of the FAC are annually appointed by the principal and may serve consecutive terms. Furthermore, the FAC members generally represent a wide range of academic disciplines at the high school.

Each of the four categories, scholarship, service, leadership, and character, is weighted equally. A student's scholarship score is based on his or her GPA although consideration is also given to the quality of the responses written in the application.

When assessing the students' service and leadership, the FAC looks for evidence of sustained involvement and the degree of difficulty of the activities described by the candidates. For example, in terms of service, activities that are done on a student's own time, require a high level

of commitment, and have been a part of a student's life for many years will be weighted more heavily than those that are not. The forms provided ask candidates to give strong examples of how they have demonstrated leadership and strong examples of how they have demonstrated service. Each example is valued separately, such that a candidate who only has one example of service or leadership is at a disadvantage. It is critical that the candidate describe his or her activities as completely as possible so that the FAC can fairly judge those activities and examples in accordance with NHS criteria. The FAC only considers the leadership and service information that the candidates supply in their forms, so they need to be very careful to supply the FAC with all the information that it needs to make good decisions.

In keeping with the four ideals of NHS, after the FAC has assessed each candidate's scholarship, service, and leadership, the committee will also consider relevant, credible evidence of unethical behavior as part of its assessment of the student's character. Unethical behavior includes, but is not limited to, lying, cheating, acting dishonestly, plagiarizing, violating BASH's student code of behavior, and breaking the law outside of school. The FAC will review each student's discipline file in order to have as clear and full picture of a student's character as possible.

Candidates will be notified by mail of their admission or denial into NHS in the second semester. Admitted students must attend the official NHS Induction Ceremony to be an official member per NHS Constitution rules. Family members, guardians, friends, etc. are also encouraged to attend this prestigious event.

The decisions of the FAC regarding NHS admission/denial are considered final. Students and parents who wish to discuss the outcome of these decisions may contact the chapter advisor.

Ethics and Honor Code

Noblesse Oblige - the moral obligation of those blessed with abilities to act with honor and benevolence - is the motto of the NHS. All candidates and inducted members of the society are expected to be leaders amongst their peers. Furthermore, such individuals are expected to display and model the high ideas of scholarship, academic integrity, and honesty. With such expectations, it follows that all candidates and members of the honor society shall be required to attend to, to uphold, and to model the codes of academic and personal conduct set forth in the BASH Handbook.

Discipline and Dismissal

Discipline for minor offenses could result in warnings, suspend chapter privileges, removal from NHS office, or probation (probation is defined as one marking term; a time period in which a member would have to improve, or correct the minor offense. (Minor offenses involving NHS principles, GPA standards or failure to fulfill membership obligations would apply) Failure to improve or correct the situation within the one marking term time frame could result in a referral for dismissal.

Major infractions of NHS standards, the BASH Student Code of Conduct, or civil statutes could result in a referral requesting dismissal to the FAC. Warnings or earlier discipline measures are not a prerequisite or required prior to a referral for dismissal in the case of major violations.

A member is never automatically dismissed for failing to maintain standards. A written notification and pre-dismissal hearing shall be called for and must be conducted by the FAC to dismiss a member. The member's parent or guardian may be present, but the primary focus of the hearing is to allow the member to present his/her side.

The advisor will notify a member, in writing, that a dismissal referral has been received, the reasons for the action, the date and time of the hearing and the opportunity to respond in person or by a written statement.

The FAC will conduct a dismissal hearing and have the power to dismiss a member from the chapter and its privileges. Members have the opportunity to represent themselves in person or by a written statement at any dismissal hearing.

A member will be notified in writing of the FAC's decision.

Appeal Process

Questions or inquiries by parents or students regarding the FAC's decision should be handled by the chapter advisor. The NHS Advisor should be able to refer to the letter of notification regarding the basis for the dismissal decision; however, if a formal appeal is requested, the building principal will hold an appeal hearing.

BASH Chapter Bylaws

Article A: Offenses that may result in probation

Probation will be a six week period in which the member will not be allowed to attend any NHS meetings or activities

1. Improper hall conduct
2. Misuse of passes
3. Abusive language/profanity
4. Disruptive behavior in homeroom, classroom, study halls, during change of classes, or at school sponsored activities
5. Being in an unauthorized area before, during, or after school
6. Improper behavior in an assembly/program/presentation
7. Leaving class, study area, library, or school without permission
8. Talking back to school personnel
9. Defiant behavior
10. Failure to serve after school detention by assigned date
11. Opening or entering another student's locker without his/her permission
12. Violation of parking lot and driving regulations
13. Violation of lunch privileges
14. Driving to the Career Tech Center without permission and/or riding or taking unauthorized passengers
15. Any other act that results in school discipline

Article B. Offenses resulting in committee review and possible loss of membership

1. In-school suspension, out-of-school suspension, three hour detention or Saturday detention
2. Cutting classes, assemblies, or study halls
3. Plagiarism/Cheating
4. Forging/changing information on any school forms, notes to leave school, signing or having signed excuse blanks or other school forms
5. Vandalism and/or misuse of property belonging to the school faculty or other students
6. Providing incorrect information for personal benefit on school documents or to school personnel
7. Possession of a prohibited item
8. Leaving school building/property without permission during school
9. Possession of any tobacco product in a school building, on school grounds, on a school bus, or going to or from school
10. Abusive language/profanity directed at school personnel
11. Involvement in any threats, harassment, physical altercation, fighting, or other inappropriate aggressive behavior
12. Truancy
13. Any crime committed against the school
14. Attempting personal gain through intimidation of others
15. Conviction of a felony committed against the school

16. Exhibiting behavior which is disruptive of the school program, especially where such disruption interferes with the educational program of other students
17. Participating in initiations of hazing activities unauthorized by the school
18. Performing actions which constitute hazard to self and/or others
19. Performing sexually immoral or degrading acts on school property, buses, or during school sponsored activities or functions
20. Performing actions physical, verbal, or written that are racially or sexually injurious to others
21. Possession, purchase, attempt to purchase, transfer of and/or under the influence of narcotics, mood altering substances, look alike drugs, paraphernalia, illegal chemical substances, or intoxicants on school property buses, or during school sponsored functions or activities and/or outside of school
22. Possession and/or use of weapons, fireworks, or explosives on school property, buses, or during school sponsored functions or activities
23. Reporting by telephone, in writing, or in person, a threat known to be false
24. Striking, threatening, or attempted assault of school personnel or another student
25. Unauthorized entry into or tampering with any school district building or vehicle, or any district employee's vehicle
26. Any other act that results in school discipline.

Article C. Offenses that result in ineligibility to become an NHS member.

1. Having a record of any offense in Article B will result in ineligibility to gain membership into the National Honor Society.

Article D.

1. All National Honor Society members have an obligation to complete all requirements unless otherwise excused from any activities by the chapter advisor. Also, NHS members must maintain a cumulative grade point average of 3.5 throughout the entire school year. Failure to uphold all obligations will result in the loss of the privilege of wearing a stole at graduation.

Article E

1. National Honor Society membership for juniors commences after the induction ceremony. Seniors membership begins when the letter of acceptance is received by the student.

NHS Officer Responsibilities

President:

- Create the agendas for each meeting
- Lead NHS meetings
- Update hours on google doc
- Contact person with administration
- Research and become the point person for volunteer and service activities
- Induction Chair

Vice President:

- Determine and keep to activity timelines
- Researches and promotes the whole group Service Activity
- Prepare press releases for NHS for cub, principal's weekly email, yearbook, etc.
- Point of contact for Facebook group and other social media
- Creates announcements for TV news and scrolling screen
- Arranges and sends emails to group
- Senior Senior Prom Chair

Secretary:

- Google Doc notes from each meeting
- Attendance from daily meetings
- Hand writes notes for different events
- Contact person for students who miss meetings
- Distributes information and materials for fundraisers and service projects
- Dr. Seuss Chair

Treasurer:

- Dues collections
- Takes accurate inventory of supplies
- Fundraiser
- Ordering and collection for t-shirts
- Pricing and ordering of materials needed for various activities
- Alumni Tea Chair

Each officer is expected to attend the monthly meetings before and after school to give information to members. We hope to have schedules that again allow for weekly lunches. Officers are expected to go to all mandatory events and have at least one representative for each of our service events.

Obligations of Membership

With induction into the NHS, a member assumes certain obligations as outlined by the local chapter. First and foremost, all members are expected to maintain the standards that were used as the basis for their selection.

Attendance:

- * The NHS has meetings at least once a month and, if necessary, special meetings may be called by either the president or the chapter advisor. Attendance at meetings is expected of all members.
- * A maximum of two absences per school year is allowed. Accumulating several absences will put members in a probationary standing and could result in dismissal from the NHS.
- * Members are required to complete an absentee form in the event of an absence. This form must be completed and returned to the chapter advisor **prior** to the meeting (with the exception of but not limited to illnesses or emergencies)
- * Arriving more than five minutes late to a general meeting will count as one half of an unexcused absence.

Dues:

- * Members of NHS are required to pay dues in the amount of \$15. This payment will be used to help host NHS events and functions. Please note that dues will not be refunded in the case of membership termination. This will also cover the cost of the NHS t-shirt that should be worn to volunteer functions.

NHS Tutoring Program:

- * NHS members are students who exemplify the characteristics of academic excellence and integrity. Therefore in keeping this tradition, all NHS members must participate in the NHS Tutoring program during the school year. All members will be given the opportunity to select their preferred subjects for tutoring as well as the day(s) and period(s) that best fit their schedule. If a member is unable to attend a scheduled tutoring session, the member must inform the subject area teacher in addition to the chapter advisor. Failure to show up for tutoring sessions may result in disciplinary action and/or dismissal from the Society.

Community Service Hours:

- * Community service is an important obligation of all members of the BASH Chapter of the NHS. Members are expected to complete **twenty total hours (20)** of community service. **Ten**

(10) of the hours must be NHS chapter projects. The other ten may be either NHS chapter projects or other service opportunities.

Other Service Activities or Additional NHS Projects (10 hours required)

Acceptable service opportunities include, but are not limited to:

- * Volunteering in hospitals, soup kitchens, or nursing homes
- * Participation in environmental conservation projects or community clean-up activities
- * Service projects sponsored by other clubs, churches, or similar organizations

The following activities, however, are **not** considered “Community Service” by the NHS:

- * General family obligations – household chores, babysitting
- * Projects for which you receive payment or grades
- * Fundraisers, car washes, etc. for other BASH clubs
- * *Participation in church services (check with the chapter advisor for approval prior to listing service hours in this category)

***All community service hours must be recorded on the Community Service Form with the signature and contact information of the **ADVISOR** (**adult, faculty member, coach, etc.) supervising the event.*

NHS Functions and Events:

Throughout the year, NHS will host various events and functions. All NHS members must participate in these when scheduled to do so:

- * NHS Induction (**MANDATORY**)
- * NHS Tutoring (**MANDATORY**)
- * NHS Alumni Tea (**MANDATORY**)

Members must participate in **ONE** of the following events:

- * Dr. Seuss Day
- * Senior Senior Prom

NHS Graduation Stoles:

- * NHS members who have maintained the high standards of NHS will wear stoles at graduation. These standards include completion of community service hours, officer sponsored or NHS activities, attendance at monthly meetings, paying of dues, maintaining GPA, and remaining a member in good standing. Each student will be reviewed by the chapter advisor in May of their senior year for the purpose of determining who will have the honor of wearing the stoles.

National Honor Society Constitution

*NHS Constitution can be found at:

<http://www.nhs.us/ConstitutionsandGovernance/NHSConstitution.aspx>

ARTICLE I: NAME AND PURPOSE

Section 1. The name of this organization shall be the National Honor Society of Secondary Schools (NHS).

Section 2. 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 secondary schools.

Section 3. NHS is a program of the National Association of Secondary School Principals (NASSP), 1904 Association Drive, Reston, VA 20191-1537, a 501(c)(3) not-for-profit association.

ARTICLE II: THE NATIONAL COUNCIL

Section 1. The control of this organization shall be vested in the NASSP Board of Directors.

Section 2. There shall be a National Council to advise the NASSP Board of Directors regarding NHS and its policies and procedures.

Section 3. The National Council shall consist of eleven members appointed by the Board of Directors of the National Association of Secondary School Principals, one representative chosen from each of the NASSP administrative regions, two at-large principals or assistant principals (from any region), and the NJHS Representative, a chapter adviser from a middle level school. Regional representatives shall alternate terms between principals and advisers according to the schedule developed by the national office. The executive director of NASSP shall be an ex-officio member of the National Council. A staff representative appointed by the NASSP Executive Director will be assigned to facilitate all meetings and serve as secretary of the National Council.

Section 4. Members shall be appointed for a term of no more than three years.

Section 5. A simple majority of members shall constitute a quorum of the National Council.

ARTICLE III: STATE ORGANIZATIONS

Section 1. Local chapters may choose to organize state associations.

Section 2. Any state association of National Honor Society chapters shall conform to this Constitution and shall work with NASSP in furthering the purposes of this organization.

Section 3. All state associations shall be affiliated with the National Honor Society.

Section 4. The state affiliate shall not serve as an appeal board for local chapter non-selection or dismissal cases.

Section 5. Bylaws of the state associations must be approved by NASSP and must be consistent with the NHS Constitution.

ARTICLE IV: LOCAL CHAPTERS

Section 1. Any secondary public school is eligible to apply for a charter for a local chapter. Nonpublic secondary schools accredited or approved by state departments of education or by accrediting agencies approved by NASSP are eligible to apply for a charter for a local chapter. Each school shall have its own chapter except in cases where a school's size precludes the formation of a full Faculty Council. In such cases, a chapter can be shared as long as all other constitutional requirements can be met. A middle level unit in the same building with a high school unit will be appropriate cause for two separate chapters (one for the National Junior Honor Society and one for the National Honor Society). *[See page 28 of the 2005 NHS Handbook for clarification of this last provision of Section 1.]*

Section 2. Each chapter shall pay a chartering fee determined by the NASSP Board of Directors.

Section 3. Each school with a chapter shall pay an annual affiliation fee approved by the NASSP Board of Directors.

Section 4. The annual individual member dues paid to a chapter or state affiliate, if any, shall not exceed twenty dollars inclusively. The exact amount shall be determined by the executive committee of the chapter and shall be subject to the approval of the chapter membership.

Section 5. Duly chartered local chapters shall conform to this Constitution as set forth by the NASSP Board of Directors. Failure to do so may result in the loss of the charter.

ARTICLE V: THE PRINCIPAL

Section 1. The principal shall reserve the right to approve all activities and decisions of the chapter.

Section 2. The principal shall annually appoint a member of the faculty as chapter adviser, who may serve consecutive terms.

Section 3. The principal shall annually appoint a Faculty Council composed of five members of the school's faculty who may serve consecutive terms.

Section 4. The principal shall receive appeals in cases of non-selection of candidates, and the disciplining or dismissal of members.

ARTICLE VI: THE CHAPTER ADVISER

Section 1. The chapter adviser shall be responsible for the direct, day-to-day supervision of the chapter and act as liaison between faculty, administration, students, and community.

Section 2. The chapter adviser shall maintain files on membership, chapter history, activities, and financial transactions. The chapter adviser shall send the annual report to the national office.

Section 3. The chapter adviser shall regularly review each member for compliance with Society standards and obligations.

Section 4. The chapter adviser shall help the chapter officers understand and carry out their duties.

Section 5. The chapter adviser shall be an ex-officio, non-voting, sixth member of the Faculty Council.

Section 6. The chapter adviser shall be a member of the faculty, appointed annually by the principal, and may serve consecutive terms.

ARTICLE VII: FACULTY COUNCIL

Section 1. The Faculty Council shall consist of five voting faculty members appointed annually by the principal. The chapter adviser shall be an ex-officio, non-voting, sixth member of the Faculty Council. No principal or assistant principal may be included on the Faculty Council. *(See commentary on pages 14 and 15 of the 2005 NHS Handbook regarding the functions of the Faculty Council.)*

Section 2. The term of the Faculty Council shall be one year. Members may be appointed to consecutive terms.

Section 3. The Faculty Council shall meet at least once a year to review the procedures of the chapter, select members, and to consider non-selection, dismissal, other disciplinary actions, and warning cases.

Section 4. The Faculty Council will develop and revise, when necessary, all chapter procedures for selection, discipline, and dismissal of members, all of which must remain in compliance with this Constitution and NHS policies.

ARTICLE VIII: MEMBERSHIP

Section 1. Membership in local chapters is an honor bestowed upon a student. Selection for membership is by a Faculty 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. Membership 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.

Section 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 school in keeping with the purposes of the National Honor Society. Honorary members shall have no voice or vote in chapter affairs.

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

Section 5. Members who are seniors in good standing are eligible to be nominated by their chapters to compete in the National Honor Society Scholarship Program.

Section 6. An NHS member who transfers to another school and brings a letter from the principal or chapter adviser to the new school adviser shall be accepted automatically as a member in the new school's chapter. Transfer members must meet the new chapter's standards within one semester in order to retain membership.

Section 7. Members who resign or are dismissed are never again eligible for membership or its benefits.

ARTICLE IX: SELECTION OF MEMBERS

Section 1. To be eligible for membership the candidate must be a member of those classes (sophomore, junior, senior) designated as eligible in the chapter bylaws. (Freshmen [*ninth graders*] are not eligible.) Candidates must have been in attendance at the school the equivalent of one semester.1

Section 2. The national minimum standard for scholarship shall be a cumulative scholastic average of at least 85 percent, B, or 3.0 (on a 4.0 scale) or the equivalent standard of excellence.

Candidates shall then be evaluated on the basis of service, leadership, and character.2

Section 3. The selection of each member to the chapter shall be by 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.

Section 4. A description of the selection procedure shall be published in an official school publication that is widely available in a timely fashion to all students and parents of the school. The selection procedure shall be determined by the Faculty Council and shall be consistent with the rules and regulations of NHS.

Section 5. NASSP shall not review the judgment of the Faculty Council regarding selection of individual members to local chapters.

ARTICLE X: DISCIPLINE AND DISMISSAL

Section 1. The Faculty Council, in compliance with the rules and regulations of the National Honor Society, shall determine the procedure for dismissal. A written description of the dismissal procedure shall be available to interested parties. 3

Section 2. Members who fall below the standards that were the basis for their selection shall be promptly warned in writing by the chapter adviser and given a reasonable amount of time 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.

Section 3. The Faculty Council shall determine when an individual has exceeded a reasonable number of warnings.

Section 4. In all cases of pending dismissal, a member shall have a right to a hearing before the Faculty Council. (*Note: This hearing is required and is considered "due process" for all members - Ed.*)

Section 5. For purposes of dismissal, a majority vote of the Faculty Council is required.

Section 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. Section 7. NASSP shall hear no appeals in dismissal cases.

(*Note: Refer to Article VIII, Section 7 regarding the permanent consequences for members when dismissed.*)

ARTICLE XI: CHAPTER OFFICERS

Section 1. The officers of the chapter, their duties, and the method of their election shall be determined by the members of the chapter, approved by the Faculty Council and the principal, and described in the chapter bylaws.

Section 2. New officers shall be installed at a special ceremony.

Section 1. The executive committee shall consist of the officers of the chapter and the chapter adviser.

Section 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.

Section 3. The executive committee shall have the responsibility for ensuring that chapter activities and procedures follow school policy and regulations.⁴

ARTICLE XIII: MEETINGS

Section 1. Each chapter shall have regular meetings during the school year on days designated by the executive committee and in accordance with school policy and regulations.

Section 2. The regularity of the meetings (i.e., weekly, monthly, or bimonthly) shall be designated in the chapter bylaws.

Section 3. The chapter president or other designated student leader may call special meetings approved by the executive committee.

Section 4. Chapters shall conduct meetings according to Robert's *Rules of Order, Newly Revised* in all points not expressly provided for in this Constitution or the chapter bylaws

ARTICLE XIV: ACTIVITIES

Section 1. Each chapter shall determine one or more service projects for each year.

Section 2. All members shall regularly participate in these projects.

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; be well planned, organized, and executed.

Section 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. This is in addition to the chapter projects to which all members contribute.

Section 5. Each chapter shall publicize its projects in a positive manner.

ARTICLE XV: OFFICIAL INSIGNIA

Section 1. This organization shall have an official emblem. The emblem shall be uniform and its distribution and rules for its use shall be determined by the NASSP Board of Directors.

Section 2. Each active, graduate, or honorary member in good standing with the chapter shall be entitled to wear this emblem.

Section 3. Any member who resigns or is dismissed shall return the emblem to the chapter adviser.

Section 4. All insignia must be procured from the national office of the National Honor Society, 1904 Association Drive, Reston, VA, 20191. All insignia are registered with the United States Patent and Trademark Office and may not be copied by anyone without written permission of the NHS national office. (*See also*, Logo Usage Guidelines as found at www.nhs.us/logo.)

Section 5. The motto of the National Honor Society shall be *Noblesse Oblige*.

Section 6. The official colors of the National Honor Society shall be blue and gold.

Section 7. A graduate member may purchase a replacement for a lost emblem by verifying membership to the national office.

ARTICLE XVI: BYLAWS

Section 1. Each chapter shall write bylaws to amplify sections of this Constitution and to clarify operating procedures of the chapter. Bylaws do not need the approval of NASSP but must be consistent with this Constitution.

Section 2. The chapter bylaws shall contain information concerning the election and duties of officers, the schedule of meetings, member obligations, dues, and the like. *(Note: See the NHS Handbook and the "Adviser Zone" at www.nhs.us/bylaws for additional information regarding the appropriate content of chapter bylaws.)*

ARTICLE XVII: AMENDMENTS

This Constitution may be amended by the NASSP Board of Directors based on input from the NASSP staff and the NHS & NJHS National Council.

Notes:

- 1. Article IX, Section 1. Some candidates may be ineligible for induction because of the semester ruling. Many students, including students of military parents, are required to move with parents or guardians that have transferred in their work. The present school principal should seek a recommendation from the previous school principal or chapter adviser pursuant to the candidate's selection. On the basis of the recommendation of the previous principal or chapter adviser, the Faculty Council may waive the semester regulation.*
- 2. Article IX, Section 2. Local chapters may raise the cumulative GPA standard above the national minimum, or increase standards for the remaining selection criteria, apply them fairly and consistently, and include these standards in their locally published selection procedures. See pages 28ff in the NHS Handbook for more information.*
- 3. Article X, Section 1. To maintain compliance, all local procedures must conform to the full provisions of this article. Faculty Councils can consider disciplinary actions that are less severe than dismissal if circumstances warrant.*
- 4. Article XII, Section 3: This section is generally viewed to include chapter activities except those with regards to the selection, discipline, and dismissal of members which are the sole domain of the chapter's Faculty Council per the provisions of Article VII, Section 4*