

**CHEQUAMEGON CHAPTER OF**  
**THE NATIONAL HONOR SOCIETY**  
**BYLAWS**

**ARTICLE I: NAME AND PURPOSE**

Section 1. The name of this chapter shall be the Chequamegon Chapter of the National Honor Society of Chequamegon High School.

Section 2. 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 Chequamegon High School.

**ARTICLE II: MEMBERSHIP**

Section 1. 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 vote in chapter affairs.

Section 2. 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. A member should exhibit some of the following characteristics:

- is resourceful in proposing new problems, applying principles, and making suggestions
- demonstrates leadership in promoting school activities
- exercises influence on peers in upholding school ideals
- contributes ideas that improve the civic life of the school
- delegates responsibilities
- exemplifies positive attitudes
- inspires positive behavior in others
- demonstrates academic initiative
- is thoroughly dependable in any responsibility accepted
- works well with others
- shows courtesy by assisting visitors, teachers, and students
- takes criticism willingly and accepts recommendations graciously
- upholds principles of morality and ethics
- cooperates by complying with school regulations concerning property, programs, office, halls, etc.
- demonstrates the highest standards of honesty and reliability
- observes instructions and rules, punctuality, and faithfulness both inside and outside the classroom

Section 3. Eligibility:

- a. Candidates eligible for selection to this chapter must have completed three (3) high school semesters and 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

in attendance for a period of one semester at Chequamegon High School.

- c. Candidates eligible for election to the chapter shall have a minimum cumulative grade point average of 3.6 (out of 4.0) beginning with the graduation class of 2012. This scholastic level of achievement shall remain fixed and shall be the required minimum scholastic level of achievement for admission to candidacy. All students who can rise in scholarship to or above such standard may be admitted to *candidacy* for selection to membership. This does not represent automatic selection.
- d. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be considered based on their service, leadership, and character.

### **ARTICLE III: SELECTION OF MEMBERS**

Section 1. The selection of members to this chapter shall be by a majority vote of the Faculty Council consisting of five faculty members appointed by the principal or the chapter adviser, and the anonymity of the Faculty Council is essential to maintaining the integrity of the chapter and National Honor Society. The chapter adviser shall be the sixth, non-voting, ex-officio member of the Faculty Council. The principal may not be a member of the Faculty Council.

Section 2. Prior to selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. Students ("candidates") who are eligible scholastically shall be notified and asked to submit a complete, accurate, and truthful Student Activity Information Form (SAIF) for further consideration for selection. The SAIF should be submitted to the chapter adviser by the designated deadline.
- c. The chapter adviser shall then distribute the SAIFs to all members of the Faculty Council.
- d. The Faculty Council will evaluate scholastically eligible candidates by using a rating rubric for the SAIFs. Once the Faculty Council has had sufficient time to review the SAIFs, its members shall meet to vote on the selection of candidates. Those candidates meeting the criteria for service, leadership, and character as illustrated by their SAIFs and the rating rubric shall be selected. For those candidates who do not, the Faculty Council shall discuss and review their qualifications again, voting by secret ballot for selection. If these candidates still do not receive enough favorable votes, they shall be denied membership. If membership is denied, a student may be eligible for selection the following year, providing his or her GPA is 3.6 or greater.
- e. The Faculty Council makes the final decision for membership.

Section 3. The selection of new, active members shall be held once a year during the second semester of the school year.

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

Section 5. An active member of National Honor Society who transfers from this school will be given a letter indicating the status of his or her membership and signed by the principal or chapter adviser.

Section 6. An active member of National Honor Society who transfers to this school will be *automatically* accepted for membership in this 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 or her membership.

#### **ARTICLE IV: DISCIPLINE AND DISMISSAL**

Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from the Chequamegon Chapter of the National Honor Society. A member of NHS is expected to maintain his or her academic standing and take an active role in service and leadership to his or her school and community.

Section 2. All members who fall below the standards that were the basis for their selection, including maintenance of the cumulative GPA in effect at the time of selection, shall be given a written warning and placed on probation for a minimum of one semester, except in the case of flagrant violation of school rules or civil law(s). In such cases, a member does not necessarily have to be warned. If the member's GPA is once again at the minimum required GPA, the member is removed from probation. If the student shows improvement towards reaching the expected GPA, the member may remain on academic probation; however, any further probationary period is at the Faculty Council's discretion. GPAs will be checked quarterly for improvement. Should the member fail to improve, he or she will be dismissed from NHS.

Section 3. Violation of the law or school regulations can result in dismissal of a member. 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.

Section 4. Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absence, 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 may be dismissed.

Section 5. In all cases of pending dismissal:

- a. The member will receive written notification indicating the reason for possible dismissal from the adviser or Faculty Council. The member and adviser will discuss the written notification in a conference. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written warning although a hearing must still be held (see below).
- b. The member will be given opportunity to respond to the charge against him or her at a hearing before the Faculty Council prior to the vote on dismissal (in accordance with due process identified in Article X of the National Constitution). The member has the opportunity to present his or her defense either in person or in writing. The Faculty Council will then vote by secret ballot 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 reviewed by the principal, and then if confirmed, expressed in a letter sent to the student, parents, and principal. Dismissed members must surrender any membership emblems to the chapter adviser.

- d. The Faculty Council's decision may be appealed to the building principal and afterwards through the school district discipline policy.
- e. When a student is dismissed or resigns, he or she is no longer a member and may never again be considered for membership in NHS.

Section 6. In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

## **ARTICLE V: OFFICERS**

Section 1. The officers of the chapter shall be president, vice president, secretary, and treasurer.

Section 2. Student officers shall be elected by secret ballot after open nominations are received from members during the first meeting of the year held during the fall semester. No second to a nomination is required. All returning, senior members are eligible to run for a position as an officer. All active members of the chapter are eligible to vote.

Section 3. 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. Officers shall have those duties as the adviser shall assign and as needs arise; however, the president shall preside at the meetings for this chapter; the vice president shall preside in the absence of the president; the secretary shall keep the minutes of meetings; and the treasurer shall keep the record of chapter expenses, dues, and all other financial transactions of the chapter.

Section 5. Officers shall be installed at the annual induction ceremony held during the spring semester each year, but they shall undertake their duties immediately after being elected.

## **ARTICLE VI: EXECUTIVE COMMITTEE**

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

Section 2. The executive committee shall 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.

## **ARTICLE VII: MEETINGS**

Section 1. Meetings may be called as needed, and the dates of meetings shall be established at each meeting so as to minimize conflicts with other school meetings.

Section 2. Emergency meetings may be called at the request of the president or the chapter adviser.

Section 3. All but the first meeting of each year shall be conducted by the president.

Section 4. All members are urged to attend each meeting, or they may place their membership in jeopardy. The chapter adviser has the discretion of excusing a member's attendance from meetings.

#### **ARTICLE VIII: ACTIVITIES**

Section 1. The chapter shall determine two or more service projects for each year. Active members will select by majority vote which projects to do or may delegate this task to the executive committee. Any member may recommend a service project for consideration by the membership. 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 2. Each member must complete individual community service hours. These must be identified using the Community Service Hours record sheet and verified by adult members of the community who are not family members. Members should contribute a minimum of 10 hours to their community and school, balanced between service to school, church, and community. Service all in one area will not meet the minimum requirements. The chapter adviser has discretion to accept or deny qualifying community service hours.

Section 3. Each member will participate in those activities that by majority vote are selected for fundraising.

Section 4. The chapter shall publicize its projects in a positive manner.

#### **ARTICLE IX: EMBLEM**

Section 1. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall have the privilege of wearing the emblem adopted by the National Honor Society.

Section 2. Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

Section 3. Chapter members who are seniors in good standing shall be granted the privilege of wearing the medallion at graduation.

#### **ARTICLE X: DUES**

Section 1. The membership can vote each fall to establish annual dues.

Section 2. Dues will be payable to the chapter treasurer within 30 days of the first fall semester meeting.

**ARTICLE XI: POWERS**

Section 1. The chapter adviser is given the authority to supervise the administration of chapter activities, as designated by the school principal.

Section 2. The principal shall reserve the right to approve all activities and decisions of the chapter.

Section 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 XII: AMENDMENTS**

Section 1. All local bylaws are adopted with the intention of being in compliance with the National Constitution.

Section 2. All additions and revisions to the bylaws of the Chequamegon Chapter of National Honor Society must be by majority vote of the Faculty Council and are subject to approval by the principal.

**ARTICLE XIII: SCHOLARSHIP SELECTION PROCESS**

Section 1. We can currently choose two NHS members to complete the scholarship application (based on our school size). The chapter president receives the first application. The NHS member with the highest GPA receives the second application.

Section 2. If there is a tie (more than one person with the same GPA), then the chapter adviser will flip a coin to determine the winner of the second application.

**Date:** September 25, 2009

**Signature:** \_\_\_\_\_/s/\_\_\_\_\_  
Paula A. Zwicke, Chapter Adviser