



## ROCKLEDGE HIGH SCHOOL NATIONAL HONOR SOCIETY BYLAWS

### ARTICLE I: NAME

The name of this chapter shall be the National Honor Society Chapter of Rockledge High School.

### 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 Rockledge High School.

### 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). In addition, this chapter will maintain active affiliation with the national organization on an annual basis.

**Section 2.** The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

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

**Section 4:** Nondiscrimination. 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, 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 the Society is an honor bestowed upon a student, as well as a responsibility. Selection for membership is based on outstanding scholarship, character, leadership, and service. Students selected for membership are expected to continue to demonstrate these qualities throughout their high school career.

**Section 2.** Membership in this chapter shall be known as active, honorary, and alumni. Active members become alumni members at graduation. Alumni and honorary members have no voice or vote in chapter affairs. Active candidates will gain official membership only when inducted at a ceremony.



**Section 3.** A National Honor Society member who transfers from another school, shall be accepted automatically as a member only after said member provides a letter of acknowledgement and recommendation from the former principal or chapter adviser to the new school adviser. Transfer members must also meet Rockledge High School's chapter standards within one semester in order to retain membership

**Section 4:** Membership in the National Honor Society is a permanent condition unless a student's performance falls below the academic, character, leadership, or service standards by which he or she was selected.

**Section 5. Eligibility:**

- a. Candidates eligible for selection to this chapter must be members of the junior or senior class during their years of membership.
- 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 Rockledge High School.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative GPA of 3.7 or higher on the unweighted scale.
- d. Candidates with one or more discipline referrals will be reviewed by a Faculty Council to decide eligibility, Candidates with any referrals regarding behavioral issues will not be considered for eligibility.
- e. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, and character.

**Service:** Candidates must demonstrate service to the school or community. Candidates must have made a significant and consistent contribution in some activity or organization (on a strictly volunteer basis) which promotes the idea of improving the quality of life for others.

The candidate who serves:

- Volunteers and provides dependable assistance
- Is eager and willing to offer said assistance
- Is willing to take on complex or unexpected tasks required to fulfill responsibilities
- Cheerfully and enthusiastically renders any request of service to the school
- Participates in volunteer services to better the community – examples may include Girl Scouts, Boy Scouts, church groups, etc., or volunteer services for the elderly, poor, or disadvantaged

**Leadership:** Candidates must demonstrate leadership in school or community organizations. This leadership may be demonstrated through previous positions that the candidate may have held formally or informally, either in school or the community.



Candidates who exercise leadership:

- Are resourceful in making suggestions
- Demonstrate initiative in promoting school activities
- Exercise positive influence on peers in upholding school ideals
- Contribute ideas that improve the civic life of the school
- Successfully hold school offices or positions of responsibility
- Exemplify positive attitudes; inspire positive behavior in others; demonstrate academic initiative

**Character:** Candidates must demonstrate on a consistent basis maturity, sensitivity, high ethical/moral values, good sportsmanship, and above all-honesty.

Candidates of character:

- Should be role models for other students in their daily conduct and attitude
- Should take criticism with dignity and accept recommendations graciously
- Demonstrate the highest standards of honesty and reliability
- Accept criticism willingly and accept recommendations graciously
- Uphold principals of morality and ethics both in words and in actions
- Regularly show courtesy, concern, and respect for others
- Manifests truthfulness in acknowledging and obeying rules, avoiding cheating in written work, and showing unwillingness to profit by or revel in the mistakes of others

## 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 principal. The chapter adviser shall be the sixth, nonvoting, *ex officio* member of the faculty council.

**Section 2.** The selection of active members shall be held once a year during the second semester of the 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. All students who are eligible (i.e., candidates) shall be notified and asked to complete and submit the RHS National Honor Society Application for further consideration.
- c. Candidates who complete the RHS National Honor Society Application will have their discipline records reviewed for disciplinary referrals to determine eligibility.
- d. Upon completion of the application acceptance process, the candidates will be reviewed by the Faculty Council for the final selection of members based upon submitted applications.
- e. Applications submitted after the date/time set forth by the faculty adviser(s) will not be considered. Incomplete or illegible applications will not be considered.

**Section 4.** Candidates only become members during an induction ceremony and witnessed delivery of the NHS oath. The formal NHS Induction Ceremony is to take place in May. Students who miss the induction are not considered members and must appeal to the principal for an opportunity to take the oath.



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

**Section 6.** An active member of the National Honor Society to this school, shall be automatically accepted for membership in this chapter, only after said member provides a letter of acknowledgement and recommendation from the former principal or chapter adviser to the new school adviser. Transfer members must also meet Rockledge High School's chapter standards within one semester of Rockledge High School enrollment in order to retain membership.

**Section 7.** A student who is not selected for membership in the National Honor Society may appeal the decision of the Faculty Council. The student must contact the advisor in writing within five school days of notification of non-selection. The Faculty Council will then carefully review their decision and may ask the student to appear before the council prior to making a final appeal determination. If, after reviewing their original decision, the council still feels that the student does not meet the criteria for selection, the faculty council's decision may be appealed to the building principal within five school days of the Faculty Council's decision. Due to timing, appeals may extend beyond the induction date.

## **ARTICLE VI: OBLIGATIONS OF MEMBERS**

**Section 1.** Annual dues for this chapter shall be \$20. Dues shall be payable to the chapter within 30 days of induction. Students failing to pay dues in a timely manner will not be considered to be in good standing and will be at risk of removal from the National Honor Society.

**Section 2.** Chapter members who are seniors in good standing shall be granted the **privilege** of wearing the National Honor Society cords at graduation. Any member who withdraws, resigns, or is not in a good standing with the chapter shall not wear a cord at graduation.

## **ARTICLE VII: OFFICERS**

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

**Section 2.** Student officers shall be elected at the second meeting of each school year. All returning members in good standing with the chapter are eligible to run for a position as an officer. All active members of the chapter are eligible to vote.

**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 at the meetings of the chapter.

**Section 5.** The vice president shall preside in the absence of the president.



**Section 6.** The secretary shall keep the attendance of meetings, keep the minutes of meetings, set up agenda, and prepare meeting space.

**Section 7.** If, in the opinion of the advisor, an officer is not accomplishing their assigned duties in a timely manner, then the membership will be asked to vote on the removal of the offending officer. This vote should be by secret written ballot and counted in the presence of the advisor by the remaining officers. The announcement of the impending vote will occur during one meeting and the vote during the next scheduled meeting.

**Section 8.** Officers and the faculty adviser(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.

## **ARTICLE VIII: MEETINGS**

**Section 1.** Regular meetings of this chapter shall be held once a month. A list of the meeting dates shall be posted on the agreed upon location. Special meetings can be called by the president with approval of the adviser.

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

**Section 3.** All chapter members are expected and required to attend all regularly scheduled chapter meetings. If unable to attend, members must let the advisor know in writing prior to the meeting of any conflict. Members shall miss **no more than 4 meetings** in any given school year. Failure to attend meetings may be grounds for probation or dismissal.

## **ARTICLE IX: ACTIVITIES**

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

**Section 2.** All members must 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; and be well-planned, organized, and executed.

**Section 4.** All members are required to perform 20 hours of community service on an annual basis. Community and NHS service hours can be obtained from the date of induction until April 29<sup>th</sup> of the following school year.

**Section 5.** The chapter shall publicize and promote its projects in a positive manner.

**Section 6.** Service hours must be documented on the NHS Service Hours Form and verified and signed by the supervising adult (this adult cannot be a direct member of your family or close friend).



## ARTICLE X: DISCIPLINE and DISMISSAL of MEMBERS

**Section 1.** A member is expected to fulfill all expectations of membership. Members who fail to meet these expectations may face probation or dismissal. A member put on probation will receive a written notification from the NHS advisor stating the reason for probation and the steps required to return to the NHS as a member in good standing. The member will have one full semester to take corrective action. Students placed on probation who fail to meet expectations will face dismissal with loss of membership.

**Section 2.** Any member who falls below the standards of scholarship, service, leadership, or character may be considered for discipline or dismissal from the Rockledge 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 to his/her school and community.

**Section 3.** If a member's cumulative grade point average falls below the standard in effect when he/she was selected, the member will be given a written warning and a probationary period of one full semester to return his/her GPA to NHS standards. If the cumulative grade point average remains below standard at the end of the probationary period, the student will be subject to dismissal from the chapter.

**Section 4:** Failure of members to turn in proof of their participation in 20 hours of service activities to the chapter advisor by a date preselected in the spring of each year may result in disciplinary action decided on by the Faculty Council. This may be grounds for probation or dismissal.

**Section 5.** Violations of the law or school regulations can result in immediate consideration of the dismissal of a member (see Section 6 below). These violations include, but are not limited to DWI, stealing, destruction of property, cheating, truancy, fighting, possession, selling, or being under the influence of drugs or alcohol.

**Section 6.** 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 7.** Violation of the school conduct code may result in a disciplinary hearing and the potential dismissal of the member. These violations include, but are not limited to use of profanity, cheating, failure to comply, unexcused absences, excessive tardiness.

**Section 8.** Disciplinary Hearings:

- a. The member will receive written notification from the adviser/Faculty Council indicating the reason for consideration of dismissal.
- b. The member has the right 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 in writing. Following the hearing, the Faculty Council will then vote on whether no action, probation for a specific period of time, or dismissal is more appropriate based on a thorough review of charge(s). A majority vote is required to dismiss any member.



- c. The advisor will send a letter to the member and his/her parents explaining the result of the Faculty Council vote. If the Faculty Council votes for probation, the member may be required to complete certain tasks in order to remain in the National Honor Society. In this case, such tasks must be listed in the letter. If the Faculty Council votes for dismissal, the letter sent by the advisor will go to the student, parents, guidance counselor and principal. Dismissed members must surrender any membership emblems to the advisor.
- d. The Faculty Council's decision may be appealed to the building principal. When a student is dismissed or resigns, he/she is no longer a member and may never again be considered for membership in the National Honor Society.
- e. The faculty council's decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies.
- f. A member who is dismissed or resigns may never again be considered for membership in the National Honor Society.

#### **ARTICLE XI: 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.

#### **ARTICLE XII: POWERS**

**Section 1.** The chapter advisor is given the authority to supervise the administration of chapter activities, as delegated 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 XIII: AMENDMENTS**

These bylaws may be amended by a 2/3 vote of the chapter, provided notice of the proposed amendment has been given to members at least one month prior to the vote. The exceptions are Articles IV, V, and X, which are developed by the Faculty Council with the approval of the principal.

Adopted: March 1, 2022