

BYLAW I. NAME AND PURPOSE

Section 1. The name of this chapter shall be the North Rose- Wolcott Chapter of the National Honor Society of Secondary Schools.

Section 2. The object 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 North Rose- Wolcott High School.

BYLAW II. MEMBERSHIP

Section 1. Membership in this chapter shall be based upon Scholarship, Service, Leadership, and Character.

Section 2. Candidates shall have spent at least one semester in North Rose- Wolcott High School and shall be full of members of the junior or senior class.

Section 3. Candidates eligible for election to the chapter shall be juniors and seniors. Juniors shall have minimum cumulative scholarship average of 90%. Seniors shall have a minimum cumulative scholarship average of 90%. All students who can rise in scholarship to or above this standard level shall be considered on the basis of Service, Leadership, and the Character.

Section 4. Eligible candidates will be considered for membership at the beginning of their junior year and the beginning of their senior year.

Section 5. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter. This transfer member must maintain the membership requirements for this chapter in order to retain his/her membership.

Section 6. Induction of members will take place at a special ceremony.

BYLAW III. OFFICERS AND THEIR DUTIES

Section 1. The officers of this chapter shall be a president, vice-president, recording secretary, corresponding secretary, treasurer, and reporter/historian and any other officers the chapter approves.

Section 2. The *president* shall preside at all meetings of the executive committee and the chapter; prepare and publish an agenda for, and call, all regular and special meetings; be an ex officio member of all committees; represent the organization when called upon to do so; and appoint all committees unless otherwise provided.

Section 3. The *vice-president* shall assume all duties of the president in case of absence of the president; must be a junior during his/her term of office; shall serve as a program chairman; shall serve in such capacities as assigned by the president; and shall be an ex officio member of all committees.

Section 4. The *recording secretary* shall keep a record of all meetings of the association of the executive committee; keep a record of the number of active members attending each meeting; and prepare a typed copy of minutes for each member.

Section 5. The *corresponding secretary* shall attend to and file correspondence of the chapter and attend to ordering flowers, sending sympathy, get well cards or congratulatory cards, etc.

Section 6. The *treasurer* shall keep a list of the membership and an accurate account of all receipts and expenditures of the chapter; disburse funds only by check; collect dues; and at each regular meeting make a report of the financial status of the chapter.

Section 7. The *reporter/historian* shall publicize chapter activities by arranging for and preparing articles for the High School Newsletter, Wayne County Star, and Finger Lakes Times, and keep a scrapbook of all chapter activities.

Section 8. Officers will be installed during a special ceremony arranged by the membership.

Section 9. If the executive committee chooses, a parliamentarian may be appointed.

BYLAW IV. MEETINGS

Section 1. The regular meetings of this chapter shall be held once a month during the school year on days designated by the executive committee and approved by the principal. They will be on the first Tuesday of each month.

Section 2. Special meetings may be called by the president, any other person on the executive committee or any committee chairperson.

Section 3. All meetings shall be open meetings and shall be held under sponsorship of the principal or advisor.

Section 4. The chapter shall conduct its meetings according to Robert's Rule of Order, Newly Revised in all points not expressly provided for in the constitution or bylaws of this chapter.

Section 5. Members shall not miss any meeting without legitimate excuse, the validity of which shall be determined by the executive committee.

A warning will be issued and a fine of \$1 will be assessed for any NHS member absent for the first time from a regular NHS meeting without a previous excuse granted by one of the chapter advisors.

For the second unexcused absence from a regular meeting during one school year, the member will be dropped from membership.

(This executive committee will take whatever further action it deems necessary to assure compliance with this section.)

BYLAW V. DUES

Section 1. Dues not exceeding \$ 6.00 shall be established by the chapter at the first regular meeting each year and approved by the advisor(s).

Section 2. If dues are to be paid in one lump sum, they must be paid within 30 days after dues are set.

Section 3. If dues are to be paid in two installments, the first half is due within 90 days after dues are set.

Section 4. A penalty of \$1.00 per week will be levied for all late dues.

Section 5. A written warning will be issued to any member one week later in paying dues, and if the dues are not paid by the end of five weeks after the due date, the member will be dropped from membership.

BYLAW VI. COMMITTEES

Section 1. Committees may be appointed by the president with the consent of the executive committee or recommendation of the chapter. The responsibilities and the tenure of a committee shall be outlined specifically in the resolutions of creating them.

Section 2. **Project** shall study methods to earn money in order to carry out projects the chapter decides to carry out. (Elisabeth Coman Scholarship Award, James McGinn Award, the Scholarship letters to juniors and seniors, and any other activities the chapter decides to participate in).

Section 3. **The McGinn Outstanding Teacher Award** shall be to solicit nominations from the staff and the student body, and to conduct the selection of the Outstanding Teacher at the May meeting by the Membership. This committee shall make a written report of the process of selection at the end of each year.

Section 4. **Service** shall study and plan the needs of the school and community to determine what activities are needed and make recommendations to the membership.

Section 5. **Nominations and Elections** shall prepare a slate of candidates for the President, Recording Secretary, Corresponding Secretary, Treasurer, and Reporter/Historian and make a report at the May meeting. At that time nominations may be made from the floor.

Elections shall take place after the May meeting. They shall be by written ballot. Election will be determined by a majority vote of members. Those elected shall take office on July 1 following their election.

Section 6. **Newsletter** shall get addresses of NHS alumni for the preceding 4 years and send out Newsletters to these alumni.

Section 7. **Constitution and Bylaws** shall see that all actions taken by the chapter are within the boundaries of the constitution and bylaws, and study and recommend any needed or proposed amendments.

Section 8. **Program** shall be responsible for the programs for each meeting.

Section 9. **Christmas Caroling/Social Events** shall make arrangements for Christmas caroling and dinner and the year-end social event.

Section 10. **Fundraising** shall plan ways of raising funds for projects and services.

Section 11. Academic Awards shall prepare and present the Honor Society certificates at the final assembly of each school year.

BYLAW VII. SCHOLARSHIP NOMINATION PROCEDURES

- a) Select a scholarship review committee. This can be faculty, students administrators, community leaders, etc.
- b) Reproduce the official scholarship selection questionnaire and ask all interested eligible members to complete the form and return it to the committee by a pre-set deadline date.
- c) The committee shall review the questionnaire and nominate two seniors they feel could best represent the chapter based on information on the application.
- d) The nominees should be announced and should complete the official printed scholarship selection questionnaire, including the recommendations.

BYLAW VIII. DISMISSAL OF MEMBERS

Section 1. Any member who falls below scholarship standard for his/her academic year, shall be promptly warned. If, during the next regular marking period of the school, the member fails to meet this standard, he/she shall be dropped from membership. He/she will be allowed only one warning.

Section 2. Any member who falls below one of the standards of Service, Leadership, or Character, also used as a basis for his/her election, shall have this case passed upon by the chapter council where he/she will be allowed one warning. For a flagrant violation of standards, he/she may be promptly dismissed by the chapter council without warning.

Section 3. Once a member is dismissed from membership, he/she is never again eligible for membership in the National Honor Society.

Section 4. When a member is dismissed, he/she and his/her family must be notified in writing. His/her emblem and membership card must be returned to the principal of the school. Notice of his/her dismissal must be indicated on the annual report to the national secretary of the National Honor Society at the end of the school year.

BYLAW IX. VACANCIES

Section 1. The executive committee shall have the power to name personnel to complete unexpired terms on a committee, the executive committee, or an officer's position.

Section 2. In the event of a vacancy in the office of president, the vice-president of the chapter shall succeed to the presidency and serve until the next annual election.

BYLAW X. QUORUM

Section 1. A quorum for all meetings of this chapter shall consist of a majority of the active members. Prior notification of all meetings of this chapter shall be given to the active members.

Section 2. A quorum for committee meetings shall consist of a majority of the committee.

BYLAW XI. BYLAW REVISION

These bylaws may be amended by a two-thirds vote of the chapter, provided that the proposed amendment has been approved by the Executive Committee of the chapter, that it is in compliance with the national constitution of the National Honor Society, and that notice to members has been given at least one month prior to the meeting at which the amendment is to be voted upon.

BYLAW XII. SCHOLARSHIP ELIGIBILITY

The National Honor Society should raise money to put towards a college scholarship. Students that come close to meeting National Honor Society requirements are eligible for this scholarship.

BYLAW XIII. SERVICE

Each National Honor Society member has to complete at least 25 hours of community service each year they are a member. Their community service must be verified by a witness.

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.

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 necessarily 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. (Ed. Note: This is considered "due process" for all members.)

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 under the same rules for disciplinary appeals in the school district.

Section 7. The National Council and NASSP shall hear no appeals in dismissal cases.

Freshmen Buddy System

At the open house for incoming freshmen, National Honor Society members at Enloe HS in Raleigh, NC, had a sign-up for freshmen who were interested in having an NHS buddy to help them make the transition to the high school. NHS sponsored a party just before school started at which they played some get-to-know-you games and paired up interested freshmen with an NHS member. After the party it was left to the individual members to keep in contact with their freshman buddy.