

**Chapter Bylaws of the
Sharyland Pioneer High School Chapter
of the
National Honor Society**

Adopted: _____



ARTICLE I NAME AND PURPOSE

Section 1. The name of this chapter shall be Sharyland Pioneer High School National Honor Society.

Section 2. The object of this chapter shall be to actively promote scholarship, render service to those who need or request it, promote positive leadership and to develop persons of good character at Sharyland Pioneer High School.

ARTICLE II MEMBERSHIP

Section 1. Membership in this chapter shall be based on the principles of Scholarship, Service, Leadership, and Character.

Section 2. To be eligible for selection to membership in this chapter, the candidate must have been in attendance at Sharyland Pioneer High School for a period of 1 semester.

Section 3. Candidates eligible for election to this chapter must be juniors in their second semester or seniors. Candidates eligible for election to this chapter shall have a cumulative grade point average of 3.0.

The following will act as the standard for consideration:

All students can demonstrate scholastic excellence and should prepare from freshman year forward. Candidates demonstrate scholastic excellence through their academic record (transcript review). The Faculty Committee will examine their cumulative GPA and history of academic rigor. Applications are extended to students who demonstrate excellence in the criteria areas as described above. The Faculty Committee, a five member committee of faculty appointed by the principal, selects students for membership during a review of documentation. All candidates will receive hand delivered notification.

Section 4. Once students have obtained the required minimum scholarship requirements, they will then be considered based on their service, leadership, and character.

ARTICLE III SELECTION OF MEMBERS

Section 1. The final selection of members to this chapter shall be through application evaluation and interview rankings by a Faculty Committee consisting of five faculty members appointed by the principal.

Section 2. The selection of an active member shall be held twice during a student's high school career, first, in the first semester of junior year, and second, in the first semester of senior year.



Section 3. An active member of the National Honor Society who transfers from this school will be given a letter indicating the status of their membership, signed by the Principal.

Section 4. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership to this chapter. This transfer member will attain within one semester and then maintain the membership requirements for this chapter in order to retain their membership.

Section 5. An active member of the National Honor Society who transfers to this school but only holds sophomore status will be accepted as a member of this chapter when they have reached their first term of their junior year.

ARTICLE IV REQUIREMENTS OF SERVICE

Section 1. You must maintain a minimum of a 3.0 academic GPA to stay in good standing.

Section 2. You must participate in a minimum of 10 NHS sponsored hours (such as community events).

Section 3. You must complete 20 hours of individual service and 20 hours of academic tutoring. Those hours can be within the school, community, tutoring outside of school (requires principal's signature), or through NHS special opportunities.

Section 4. There will be a verification of 20 hours at the end of 1st term during a mandatory meeting and all 40 hours must be submitted by the deadline. Seniors, all 40 hours must be submitted prior to receiving graduation stoles. Underclassmen, all 40 hours must be submitted in order to stay in good standing with the organization. (Forms need to be turned in to Advisor).

Section 5. You must attend 8 out of 10 general membership meetings throughout the year unless there is documentation of a medical excuse or a school-sponsored competitive event (practice/rehearsals do not count as excused). All excuses must be written in a formal letter to the Advisor.

Section 6. You must attend the induction ceremony. Exceptions must be written in a formal letter to Advisor a week before the ceremony.

Section 7. You are to pay all club and fundraising dues to the treasurer or Advisor on time. A late fee of \$5 will be required if money is overdue. After two weeks, if the money is not turned in, there will be an additional 2 hours of service/tutoring added to your 40 required hours in order to stay in good standing with the organization.

ARTICLE V DISMISSAL

Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from the Sharyland Pioneer High School National Honor Society. A member is expected to maintain an active role in service and leadership to their school and community.

Section 2. If a member's cumulative GPA falls below the standard established in Article II, Section 3, he/she will be given a written warning and a time period for improvement. If a



member fails to perform any of the obligations listed in Requirement of Service or if the cumulative GPA remains below standard at the end of the warning period, the student will be subject to further disciplinary action up to and including removal from the chapter.

Section 3. Violation of the school's Extra Curricular Code can result in the dismissal of a member.

Section 4. Any member being considered for dismissal will receive written warning notification. The member may then request a hearing with the Faculty Committee to explain themselves, they may in lieu of attending a meeting, place their appeal in writing and have it delivered to the Faculty Committee. A majority vote of the Faculty committee is needed to dismiss a member; the decision of the Faculty Committee will be reviewed by the Principal and then, if confirmed, expressed in a letter sent to the student, parents, and Principal. The Faculty Committee's decision may be appealed to the building Principal, and afterwards through the school district's policy.

Section 5. Dismissed members must surrender any membership emblems to the advisor, and he/she may not be reconsidered for membership in the National Honor Society.

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

ARTICLE VI OFFICERS

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

Section 2. Student Officers shall be elected through an application and speech evaluation conducted by faculty and prior officers.

Section 3. The following duties shall fall to each officer elected by the general membership.

NHS Officer Descriptions

President:

- 1) Chairs all meetings.
- 2) Acts as spokesperson for NHS at school related events which involve NHS.
- 3) Acts as direct NHS representative to principal, PTO, and school board when necessary.
- 4) Speaks at NHS induction ceremony.
- 5) Sets executive board meeting agendas with the advisors.
- 6) Delivers annual report to principal and membership.
- 7) Works directly with and is answerable to NHS advisors.
- 8) Assumes all duties and responsibilities that may occur during the year

Vice-President:

- 1) Chairs meetings in president's absence.
- 2) Assists setting agenda for all meetings.
- 3) Chairs and directs all committees within NHS.
- 4) Receives reports from committees and passes them on to executive board.
- 5) Sets executive board meeting agenda.
- 6) Works directly with and is answerable to NHS advisors.



7) Assumes all duties and responsibilities that may occur during the year.

Secretary:

- 1) Acts as official recorder for all information regarding NHS.
- 2) Is the public relations director for NHS.
- 3) Records minutes of membership meetings and sees to their publication and distribution in a timely fashion.
- 4) Maintains and records member service/tutoring hours.
- 5) Chairs the social committee.
- 6) Records executive board minutes.
- 7) Works directly with and is answerable to NHS advisors.
- 8) Assumes all duties and responsibilities that may occur during the year.

Treasurer:

- 1) Is responsible for all financial dealings with NHS.
- 2) Records all financial transactions.
- 3) Records and collects membership dues.
- 4) Maintains and updates attendance records.
- 5) Provides annual financial report to principal and membership.
- 6) Works directly with and is answerable to NHS advisors.
- 7) Assumes all duties and responsibilities that may occur during the year.

Parliamentarian:

- 1) Enforces rules at all member meetings.
- 2) Maintains and organizes Sign-Up/Sign-In for all events.
- 3) Is the final decision regarding any questions from members.
- 4) Advises president on all matters regarding parliamentary inquiry.
- 5) Works with secretary to ensure that correct procedures regarding minutes and agenda items are followed.
- 6) Works directly with and is answerable to NHS advisors.
- 7) Assumes all duties and responsibilities that may occur during the year.

Historian:

- 1) Is responsible for digitally recording/taking pictures of all NHS events.
- 2) Creates a chapter slide show.
- 3) Keeps up-to-date records regarding all NHS social media communications.
- 4) Archives Official Registry, procedures, and programs to be used for future NHS advisors and/or members.
- 5) Works directly with and is answerable to NHS advisors.
- 6) Assumes all duties and responsibilities that may occur during the year.

Standing Committee:

- 1) All Committee Members - Have a continuing task for the year such as service, finance, staff appreciation, etc.
- 2) *Scholarship*—to provide mentoring and tutoring project supervision; in charge of Book Drive
- 3) *Leadership*—to supervise fundraising efforts, creation of a member t-shirts, creation of member polo shirts; in charge of Homecoming Festival
- 4) *Service*—to fulfill the chapter obligations to both school and community, help with organizing and implementing projects; in charge of Trunk-or-Treat Festivities



5) *Character*—charged with developing and monitoring a code of ethics; assists in poster/flyer making, freshman motivation programs; in charge of Be Kind Week

ARTICLE VII EXECUTIVE COMMITTEE AND STANDING COMMITTEE

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

Section 2. The standing committee shall consist of the faculty adviser and elected chapter members.

ARTICLE VIII MEETINGS

Section 1. Meetings of this chapter will be held once per month. The meeting will be the 2nd Wednesday of each month after school.

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

Section 3. All chapter members are expected to attend all regularly scheduled chapter meetings. See Article IV, Section 5.

ARTICLE IX ACTIVITIES

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

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

Section 3. These projects shall 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.

ARTICLE X EMBLEM

Section 1. Each member of the chapter who is in good standing 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 honor stole at graduation.

ARTICLE XI DUES

Section 1. Annual membership dues for the chapter shall be \$20.00.

Section 2. Dues will be payable to the chapter treasurer or Advisor.



ARTICLE XII POWERS

Section 1. The chapter advisor 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 reflective of the provisions of the national constitution and cannot contradict any components thereof.

ARTICLE XII AMENDMENTS

Section 1. These bylaws may be amended by a two-thirds vote of the Executive Committee, provided notice of the proposed amendment has been given to members for at least one month prior to the vote. The exceptions are Articles III and V (selection and dismissal), which are developed by the faculty committee with the approval of the principal.

Section 2. Bylaws and amendments must be consistent with the constitution of the National Honor Society.

Written for review and approval this _____ day of _____ 2019.

Principal

Advisor

Chapter President

Chapter Parliamentarian