

National Honor Society: Bylaws

1. SELECTION OF MEMBERS

- A. To be eligible for membership the candidate must be a member of the sophomore, junior, or senior class. Candidates must have been in attendance at CPHS the equivalent of at least one semester.
- B. Candidates must have a cumulative scholastic average of at least 90 percent. Candidates shall then be evaluated on the basis of service, leadership, and character.
- C. The selection of each member to the chapter shall be by a majority vote of the Faculty Advisory Council. The FAC consists of five faculty members appointed on a rotating basis by the principal to elect membership, set policy, review bylaws, rule on appeals, and dismiss members.
- D. A copy of the point system for determining selection is available on the CPHS website. The selection procedure shall be determined by the faculty council and shall be consistent with the rules and regulations of the National Honor Society.
- E. Final admission to membership shall be by ritualistic public induction in January. Members in good standing shall be recognized at commencement by wearing the National Honor Society stole and by special mention in the program.
- F. A student will not be considered for or maintained in NHS if he/she was suspended for alcohol, drug use, or violence during the high school years.
- G. A student will not be considered for or maintained in NHS if he/she has major discipline infraction(s), as specified in the Student Handbook, during the high school years, including skipping school, endangering others, or flagrant violation(s) of civil laws.
- H. A student who has violated a minor offense, as specified in the Student Handbook, for which a LEO/ISS assignment may or may not have been assigned, may not be considered for induction (see point schedule under character).

2. OFFICERS

Officer duties: All officers are responsible for attending all NHS meetings, officer meetings and the induction ceremony, helping organize all NHS activities, making contacts with community members concerning service projects, and being available to help with special projects and activities which may arise. Officer meetings are held before school on the Monday before each monthly meeting.

Specific duties:

President	Presides over all meetings and induction ceremony
Vice President	Presides over all meetings when the president is unable to do so Maintains attendance records and probation notices.
Secretary	Takes minutes at each meeting, writes necessary correspondence, and submits announcements concerning NHS
Treasurer	Collects dues from members and maintains records of money collection
Parliamentarian	Supports NHS technologically and maintains file of members' service hours.
Historian	Maintains NHS Bulletin board

3. DISMISSAL

- A. Members who fall below the 90 average at the end of each semester shall be warned in writing and given a six week period to correct the deficiency. The member is on probation at this time. The FAC may decide to extend the probationary period or terminate the membership if the average does not come up at the end of the six weeks
- B. Since it is not possible to have a probationary period for the seniors after the first semester, they must maintain a GPA of 90 or be dropped from the rolls after a hearing by the Faculty Advisory Council.
- C. In the case of flagrant violation of school rules or civil laws a hearing will be scheduled to afford the member in question his/her right to due process. After the hearing has been held the member may be removed by a majority vote of the FAC. (No warning to the student is required for dismissal to take place.)
- D. A hearing will be held for any member who commits a Section III or IV offense as defined in the Student Handbook. The purpose of this hearing is to determine what consequences should be administered to the member.
- E. Failure to attend meetings and induction without prior approval from the Advisor(s) will result in probation or impending dismissal from the chapter. In particular, when a student incurs his/her first unexcused absence for a chapter meeting, he/she will be issued a warning note. After the second unexcused absence, a student will be placed on probation. A third absence will result in dismissal; a student may request a hearing at this time. Members seeking an excuse from a meeting must submit their Pre-Approved Absence Request form to the Advisor(s) **by the officer meeting one week in advance of the scheduled meeting.**

Clarification of absences:

Excused: Pre-Approved Absence Request form one week in advance of legitimate school absence. Written note provided the day student returns from unplanned illness or family emergency.

Unexcused: Jobs, studying, and service opportunities are NEVER considered legitimate reasons to miss a regularly scheduled NHS meeting. Service projects are to be done outside of the normal NHS meetings.

- F. A member who is dismissed or resigns from NHS for any reason will be required to return the certificate and membership card to the NHS advisor, will not be allowed to wear the NHS collar at graduation, and may not regain membership in the future.

4. MEETINGS

- A. Regular attendance is required.
- B. Meetings will be held once a month with one meeting in the morning and one meeting in the afternoon.
- C. Students who miss two meetings will be placed on probation and have additional service project hours added to his/her required total.

5. ACTIVITIES

- A. Service Projects—Under the new NHS regulations, each chapter must do service projects in which each member must be actively involved. In addition, each student shall have the responsibility of choosing and participating in individual service projects, which reflect his/her own particular talents and interests.
- B. Each UIL-participating member will report 3 hours of approved and verified individual service per semester and 3 hours of group service per semester. (12 service hours total)
- C. Each Non UIL-Participating member will report 4 hours of approved and verified individual service per semester and 4 hours of group service per semester. (16 hours total)
- D. If desired, all 6 (UIL-Participating) or 8 (Non UIL-Participating) service hours may be obtained through group service projects approved by NHS, but a maximum of 3 (UIL-Participating) or 4 (Non UIL-Participating) service hours may be obtained through individual service.
- E. Habitual service projects will only receive credit for the amount of service time per regular session of service.
- F. Each UIL-Participating member will provide verification of preparation and participation in a UIL-sanctioned event or other regional competition during each year of membership.
- G. Service performed in the Fall Semester cannot be credited as Spring Semester service hours.
- H. Failure to complete service hours by the due date will result in dismissal.

6. DUES

- A. Dues for NHS are ten (\$10) dollars per year for returning members and fifteen (\$15) for new inductees.
- B. These dues are used to reinstate the NHS charter as required by the National Honor Society National Council and to fund the November Induction Ceremony of new members.
- C. Late fees of five (\$5) dollars will be added after payment deadlines.
- D. Failure to pay late dues by the final payment date will result in probation.