

Jay M. Robinson High School National Honor Society By-Laws

ARTICLE I: NAME AND PURPOSE

Section 1. The name of this chapter shall be the Jay M. Robinson Chapter of the National Honor Society.

Section 2. The purpose of this chapter shall be to create an enthusiasm for scholarship, to stimulate a desire a desire to render service, to promote worthy leadership, and to encourage the development of character in students of Jay M. Robinson 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, leadership, and character.

Section 3. Eligibility

- a. Candidates eligible for election to this chapter must be members of the junior or senior class.
- b. To be eligible for election to this chapter, the candidate must have been in attendance for a period of one (1) semester at Jay M. Robinson High School.
- c. Candidates eligible for election to the chapter will be selected first on scholarship, 4.2 weighted GPA at the end of the third nine week quarter of junior year.
- d. Students who are not eligible at this time but are eligible based upon their GPA at the fourth quarter of their junior year may apply for membership by the end of September of their senior year. Because participation in NHS is an important component of membership, no members will be selected after September of the student's senior year.
- e. 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. The chapter adviser shall be the sixth, non-voting, ex-officio 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 who are eligible based on their academic standing ("candidates") shall be notified and asked to complete and submit a candidate packet, including two teacher recommendation forms, a resume, and two short essays.
- c. The Faculty Council shall review the candidate's packet in order to determine membership.

Section 3. The selection of new, active members shall be held once a year during the in May of the candidate's junior year.

Section 4. Candidates who are eligible after the third quarter of their junior year become members when inducted at a special ceremony. Candidates who cannot attend the induction ceremony become members at the first meeting; those who or who become eligible after 4th quarter of their junior year will become members at the first meeting of their senior year. There will only be one indication ceremony per year.

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

Section 6. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter if they meet the Robinson's eligibility requirements (both grade level designation and GPA requirement).

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 Jay M. Robinson 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 the Jay M. Robinson chapter of the National Honor Society.

Section 2. In order to wear the National Honor Society cord/stole, members must be an active member of the club throughout their senior year; in addition, they must have a cumulative 4.2 GPA after the fourth quarter of their senior year.

Section 3. Violation of the law or school regulations, including those resulting in in-school suspension, out of school suspension, or legal charges (other than minor traffic violations) may result in immediate dismissal of a member. These violations include, but are not limited to, DWI, stealing, destruction of property, cheating, non-compliance with attendance policy, 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 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:

The member will receive written notification indicating the reason for possible dismissal from the adviser/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.

- a. The member will be given the opportunity to respond to the charge against him/her at a hearing before the Faculty Council prior to the vote on dismissal. The member has the opportunity to present his/her defense either in person or in writing. The Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member.
- b. 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 adviser.
- c. The Faculty Council's decision may be appealed to the building principal and afterwards through the school district discipline policy.
- d. 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*.

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 at the first meeting of each school year. All members are eligible to run for a position as an officer. All 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. It shall be the duty of the president to serve on the executive committee, preside at the meetings for this chapter, work directly with the advisor, participate in all group events, and serve as chair of the executive committee.

Section 5. The vice-president shall serve on the executive committee, preside in the absence of the president, keep a record of members' contributions to leadership and service, act as event planner in cooperation with the president, and participate in all group events.

Section 6. The secretary shall serve on the executive committee, keep the minutes of meetings, be responsible for all official chapter correspondence, handle volunteer sign-ups, and coordinate all social media.

Section 7. The treasurer shall serve on the executive committee, keep the record of chapter expenses, dues, and all other financial transactions of the chapter, make a financial report at each meeting, and assist the president and vice president with any fundraising events.

ARTICLE VI: EXECUTIVE COMMITTEE

Section 1. The Executive Committee shall consist of the faculty adviser and the chapter officers.

Section 2. The Executive Committee shall have general charge of the meetings and the business of the chapter..

ARTICLE VII: MEETINGS

Section 1. Meetings of this chapter shall be monthly as determined by the members.

Section 2. This 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.

ARTICLE VIII: ACTIVITIES

Section 1. The chapter shall determine amount of service projects for each year.

Section 2. All members are to 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 faculty, be appropriate and educationally defensible, and be well-planned, organized, and executed.

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 an honor stole at graduation. The cost of the stole is the responsibility of the member.

ARTICLE X: DUES

Section 1. Annual dues for this chapter are \$20.00.

Section 2. Dues will be payable to the chapter advisor at the time the application is submitted. If a student's membership is denied for any reason before the induction ceremony, the dues will be refunded in full. If a student withdraws, resigns or is dismissed after the induction ceremony, his/her dues are not refundable.

ARTICLE XI: POWERS

Section 1. The chapter adviser 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 XII: AMENDMENTS

Section 1. These by-laws may be amended by a 2/3 votes 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 III and IV (selection and discipline), which are developed by the Faculty Council with the approval of the principal.

Section 2. By-laws and amendments must be consistent with the Constitution of the National Honor Society.