

**Chapter Bylaws
of the Oswego High School Chapter of the National Honor Society**

The Oswego High School Chapter of the National Honor Society functions under the *national constitution* and operates locally under this set of bylaws.

ARTICLE I: NAME

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

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 Oswego 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 .

Section 2: The Chapter Advisor is given the authority to supervise the administration of chapter activities.

Section 3: Final authority on all activities and decisions of the chapter resides with the principal. [For reference, see Article V, Section 1 of the National Constitution.] *Section 4:* Non-discrimination. 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, sex (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 this chapter is an honor bestowed upon deserving students by the faculty and shall be based on the criteria of scholarship, service, leadership, and character.

Section 2: Membership in this chapter shall be known as active and graduate. Active members become graduate members at graduation. Graduate members have no voice or vote in chapter affairs.

Section 3: Eligibility:

- a. Candidates eligible for selection to this chapter must be members of the 11th or 12th grade classes.
- 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 Oswego High School.
- c. Candidates eligible for selection to the chapter shall be within the top 15% of their class, academically.
- d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, and character.

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. The Chapter Advisor shall be the sixth, non-voting, ex-officio member of the Faculty Council.

Section 2: The selection of active members shall be held twice each school year: from 12th grade in October for induction in early November; and from 11th grade in late March for induction in April.

Section 3: Prior to the final selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. Students who are eligible scholastically (i.e., candidates) shall be notified and asked to complete and submit the official application for further consideration.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser.
- d. The Faculty Council shall review the applications, faculty evaluations and other relevant information to determine those who fully meet the selection criteria for membership.

Section 4: There will be no fixed membership quotas. All 11th and 12th grade students, who meet membership standards and are willing to accept the responsibility of membership, can be elected as full members.

Section 5: Candidates become members when inducted at a special ceremony.

Section 6: An active member of the National Honor Society who transfers from this school will be given an official letter indicating the status of his/her membership.

Section 7: An active member of the National Honor Society who transfers to this school will be accepted for membership in this chapter once their status is verified via a letter from the former advisor. The Faculty Council shall grant to the transferring member one semester to attain the membership requirements and, thereafter, this member must maintain those requirements for this chapter in order to retain his/her membership.

ARTICLE VI: OBLIGATIONS OF MEMBERS

Section 1: Membership Standards. Active NHS members are expected to maintain excellence in scholarship, character, leadership and service. Failure to do so may result in disciplinary action as outlined in Article X of these bylaws.

- a. Members' cumulative GPAs will be regularly verified.
- b. It is expected that members will not be involved in disciplinary action as evidence of their continued excellence of character and leadership.
- c. Students are also expected to continue making contributions to their school and community including the participation in mandatory chapter service events per year.

Section 2: Each member of this chapter who is in good standing with regard to the membership standards and obligations shall be entitled to wear the emblem adopted by the National Honor Society.

Section 3: Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter, without compensation.

Section 4: Chapter members who are seniors in good standing and who have completed the mandatory hours of community service shall be granted the privilege of wearing the gold honor cords at graduation. Seniors who do not meet NHS requirements are considered inactive and are denied the privilege of wearing the gold NHS cords at graduation.

Section 5: All members shall purchase the NHS shirt which will be worn at community service events.

Section 6: It is the member's responsibility to consult community service hours with the chapter vice president.

ARTICLE VII: OFFICERS

Section 1: The officers of the chapter shall be president, vice president, secretary and public relations officer.

Section 2: 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 3: It shall be the duty of the president to preside at the meetings of the chapter, and serve as the official representative of the chapter at school and community functions.

Section 4: The vice-president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership. The vice president shall keep the records of member service hours, track and publish service hours.

Section 5: The secretary shall keep the minutes and attendance records for meetings and be responsible for all official correspondence. The secretary will help facilitate service opportunities.

Section 6: The Public Relations officer shall complete all correspondence with local media, and write adequate letters of gratitude where necessary. This officer will also be a media outlet at the school in terms of communicating with the membership about meetings, service opportunities, etc.

Section 7: Officers and the faculty advisor 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 membership meetings of this chapter shall be on the first Friday of each month. Special meetings can be called by the Chapter President with approval of the Chapter Advisor.

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

Section 3: Members are expected to attend all of the general membership meetings. Members arriving more than 10 minutes late will be considered absent. Members may be excused from a meeting with prior approval of the chapter adviser. **Any member who has more than two unexcused absences may be considered for dismissal from the chapter.**

ARTICLE IX: ACTIVITIES

Section 1: The chapter shall determine mandatory service projects.

Section 2: The chapter shall determine if when extra service projects are available and necessary for attendance.

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: Each member shall have the responsibility for participating in **10 hours** of community service.

Section 5: Each active member must submit a form and reflection on the individual service that they have performed during the year. The form and reflection must be submitted to the Chapter secretary by March 30 of the current school year.

Section 6: The chapter shall publicize and promote its projects in a positive manner.

ARTICLE X: SCHOLARSHIP NOMINATIONS

Section 1: NHS members who exhibit outstanding scholarship, leadership, service, and character may be eligible in their senior year to be nominated to compete in the National Honor Society Scholarship Awards program.

Section 2: Any number of seniors may be nominated by the chapter at the final membership meeting of the first semester.

Section 3: The chapter shall vote secretly on these nominations and the member receiving the majority of votes will be the scholarship candidate from the chapter.

ARTICLE XI: DISCIPLINE and DISMISSAL of MEMBERS

Section 1: Any member who falls below the standards of scholarship, leadership, character, or service may be considered for discipline or dismissal from the Oswego 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 2: If a member falls below the standards in effect when he/she was selected, he /she will be given a warning and a reasonable time period for improvement. If the cumulative grade point average remains below standard at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council that includes consideration of dismissal from the chapter.

Section 3: 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, or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities or in the community.

Section 4: Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absences, excessive tardiness, etc.) will receive a warning notification. If the member is involved in another violation of the school conduct code, the member may be considered for dismissal.

Section 5: 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 6: In all cases of pending dismissal:

- a. The member will receive notification from the Chapter Advisor/Faculty Council indicating the reason for dismissal.
- b. A majority vote of the Faculty Council is needed to dismiss any member.
- c. Dismissed members must surrender any membership emblems to the Chapter Advisor.
- d. The Faculty Council's decision may be appealed to the principal.
- e. Any member who is dismissed or resigns, may never again be considered for membership in the National Honor Society (unless the decision is overruled by the school principal).

Section 7: In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.