



**Worthington High School NHS
Bylaws**

Chapter Bylaws
of the
Worthington High School Chapter
of the
National Honor Society
Adopted: December 8, 2015

ARTICLE I: NAME

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

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 Worthington 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. In addition, this chapter will maintain active affiliation with the national organization on an annual basis.

Section 2. The chapter adviser 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 school principal. [For reference, see Article V, Section 1 of the National Constitution.]

Section 4: Nondiscrimination. 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, 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 council and shall be based on the criteria of scholarship, service, leadership, and character.

Section 2. Membership in this chapter shall be known as active, honorary, and alumni. Active members become alumni members at graduation. Alumni and honorary 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 junior, or senior class.
- 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 Worthington High School.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative grade point average of 3.5 on a 4.0 scale.
- d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, and character through application and screening of a Faculty Council.

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 appointed by the principal. The chapter adviser shall be the sixth, nonvoting, *ex officio* member of the faculty council.

Section 2. The selection of active members shall be held once a year during the second semester of the school year.

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

- a. Students in grades eleven and twelve (juniors and seniors) are sent letters informing them of their academic eligibility for membership to NHS, a minimum cumulative 3.5 GPA is required.
- b. Students who have been invited to consider membership to NHS are required to attend an informational meeting that will explain the selection process, the requirements for membership, activities of the organization, and responsibilities of being a member.
- c. Students who choose to be considered for membership will fill out and submit by a given deadline a student information application that will provide a detailed description of their school activities, leadership positions, community service activities, and volunteer service. Along with the application, students will be required to hand in grade transcripts.
- d. In addition to the informational meeting, students will be offered a work session in which they may ask questions or receive assistance in filling out the student information form.



- e. In addition to the application and essay, WHS faculty members, not serving on the Selection committee, will be asked to rate the candidates on a scale of 1-4(4 being the highest) in the areas of leadership, service, and character.
- f. The Faculty Council, made up of five current members of the teaching staff, will be responsible for the final selection. The faculty council shall review the candidate information forms, faculty input, and other relevant information to determine those who fully meet the selection criteria (based on NHS pillars) for membership.
 - a. The Faculty Council understands the importance of exercising their professional judgment in the most objective manner possible.
 - b. The faculty ratings by the entire staff and comments from staff members are presented to the Faculty Council by the NHS advisor. These ratings will be factored into selection criteria.
- g. Parents and students must understand that NHS membership is an earned privilege, not a right.
- h. Reconsiderations of a Faculty Council's decision must be a rare occurrence if the Council is to be expected to take its assignment seriously. Chapters are not obligated to share with parents and students information concerning those who are not selected for membership in the Society. The principal may listen to complaints from students not selected or from the parents of such students. Following such discussions, if the principal believes that some kind of technical mistake has been made, the principal may ask the Faculty Council to reconvene to review the situation. Technical errors might include the inadvertent omission of a student's name from the list of those qualified for induction, the erroneous averaging of points, or the like. In the absence of specific evidence to the contrary, however, the principal must assume that the members of the Council are exercising their discretion in a legitimate manner and with good faith expected of them.
- i. The selection process will be public information; it will be fair, non-discriminatory, and consistently applied.

Section 4. Candidates become members when inducted at a special ceremony.

Section 5. An active member of the National Honor Society who transfers from this school should be given an official letter indicating the status of his/her membership.

Section 6. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter. The faculty council shall grant to the transferring member one semester to attain the membership requirements (including year in school) 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. All members are to maintain the standards by which they were selected (such as continued performance at or above the required GPA (3.5 or higher), involvement in service and leadership projects. In addition, members are expected (as per the national constitution) to attend meetings and to participate in both individual and chapter service projects during the year.

Section 2. In place of annual dues members or substitutes will be asked to work concession dates and fundraisers. This fund will be used for the induction ceremony and activities.

Section 3. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be entitled to wear the emblem (pin) adopted by the National Honor Society after one year of membership.

Section 4. Any member who withdraws, resigns, or is dismissed from the chapter shall return the Certificate of Membership.

Section 5. Chapter members who are seniors in good standing shall be granted the **privilege** of membership being announced at graduation.

ARTICLE VII: OFFICERS

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

Section 2. Student officers shall be elected within a month of the induction ceremony. All members in good standing with the chapter are eligible to run for a position as an officer. Active members will nominate themselves for office or be recommended by other members.

Section 3. 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 4. 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.

- a. This officer should be comfortable leading others, an idea person and someone others want to follow.

Section 5. The vice president shall preside in the absence of the president and shall also keep a record of members' attendance.

- a. This officer must take attendance, provide leadership, an idea person and organized.



Section 6. The secretary shall keep the minutes for meetings and be responsible for all official correspondence.

- a. The secretary will take minutes of meetings and publish them, contact members when needed to inform them, write correspondence and provide leadership.

Section 7. The treasurer shall keep a record of business expenses, dues, and all other financial transactions of the chapter.

- a. This officer will keep a record of chapter expenses, approve and sign off on bills and provide leadership.

Section 9. If any officer is dismissed then members will be asked to nominate for the position and a secret vote shall take place to replace them.

Section 8. Officers and the faculty adviser(s) 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 meetings of this chapter shall be monthly and held in the Media Center (or within the high school) before school starts. Special meetings can be called by the president with the approval of the adviser.

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

Section 3. Members are expected to attend all chapter meetings.

ARTICLE IX: ACTIVITIES

Section 1. The chapter shall determine one or more service projects for each year. With one of them being the Center for Active Living.

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

- a. Members are required to finish 4 checks worth of service both community and school before induction in the Spring of their graduating year.
- b. The check mark system will be based on a predetermined amount of time each activity is given.
 - i. One (1) check mark is equal to service up to half an hour.
 - ii. Two (2) check marks are equal to service of more than half an hour.
- c. Members will have access to hours served through a Google shared form.



Section 3. Service 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.

- a. Projects/Activities that at this time are predetermined are as follows:
 1. Link Crew
 2. Kindness Retreat
 3. Women Religious Retreat
 4. School Concessions
 5. Committee Work for NHS
 6. Center for Active Living
 7. Memorial Auditorium Concessions
 8. Dayton House fundraiser
 9. NHS Snowcoming week fundraiser
- b. Other predetermined activities will be offered to members at a monthly meeting and voted on to determine if the group wants to offer their services and earn credit for attending.

Section 4. The chapter shall publicize and promote its projects in a positive manner.

ARTICLE X: DISCIPLINE and DISMISSAL of MEMBERS

Section 1. Any member who falls below the standards of scholarship, service, leadership, or character may be considered for discipline or dismissal from the Worthington 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's cumulative grade point average falls below the standard (3.5 or higher) in effect when he/she was selected, he /she will be given a written and verbal 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 advisor that includes consideration of dismissal from the chapter.

- a. GPA will be checked by advisor using the rolling cumulative end of Quarter 1 and Quarter 3.
- b. Transcript GPA will be used upon application and end of Semester 1.

Section 3. Violations of the law or school regulations can result in immediate consideration of the dismissal of a member (see Section 5 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 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 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 **written notification** from the adviser/faculty council indicating the reason for consideration of dismissal.
- b. The member has the **right** to respond to the charge(s) against him/her at a **hearing** before the faculty council prior to any vote on dismissal (in accordance with due process identified in Article X of the National Constitution). The member has the opportunity to present his/her defense either in person or via a written statement presented in lieu of the face-to-face hearing. Following the hearing, the faculty council will then vote on whether to dismiss. A majority vote of the faculty council is needed to dismiss any member.
- c. The results of the faculty council vote will be presented to the principal for review, and then stated in a letter sent to the student and parents. Dismissed members must surrender any membership emblems to the adviser.
- d. The faculty council's decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies.
- e. A member who is dismissed or resigns may never again be considered for membership in the National Honor Society.

Section 7. In lieu of dismissal, the faculty council may impose disciplinary sanctions upon a member as deemed appropriate.

ARTICLE XI: RATIFICATION, APPROVAL, and REVIEW.

Section 1: These bylaws will be **approved** upon receiving a two-thirds affirmative vote of all active members of the chapter, a majority affirmative vote of the faculty council, and approval by the administration.

Section 2: These bylaws shall be reviewed and if necessary, revised within five years from the date of approval noted on this document.



ARTICLE XII: AMENDMENTS

These bylaws may be amended by a 2/3 vote 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 V and X, which are developed by the faculty council with the approval of the principal (selection and discipline).

Approved & Amended on November 11, 2019

Signatures/Names of the Chapter President, Secretary, Adviser, and Principal.

Chapter President: Casey Michelson
Casey Michelson

Kate M O'Connell - Vice President

Adam Kolbe - Treasurer

[Signature] - WHS Principal

Jisa M. Spieker - Advisor

Arch Knuth - secretary