



# NATIONAL HONOR SOCIETY BY-LAWS

## GRAND RAPIDS CHRISTIAN HIGH SCHOOL CHAPTER

### 2014-Beyond

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#### ARTICLE I

#### SELECTION OF MEMBERS

- Section 1.** The selection process will conform to the national guidelines set forth by the governing body of the National Honor Society, the National Association of Secondary School Principals.
- Section 2.** Membership in the National Honor Society is a privilege, not a right.
- Section 3.** Students must have been in attendance at the school for at least one semester to be considered for membership. Special circumstances will be considered on an individual basis.
- Section 4.** Students must be Juniors or Seniors.
- Section 5.** Cumulative GPA is used to determine scholastic eligibility and all classes will have the same GPA requirement. **GRCHS Chapter of NHS requires a GPA of 3.7 or higher.**
- Section 6.** There will be no limit on membership and no quota system will be used.
- Section 7.** Students will receive notification in the early fall that they are academically qualified for membership. Students qualified will be responsible for obtaining and completing the required "National Honor Society Application Form" in the spring and submitting said form by date specified.
- Section 8.** Selection to NHS is not based solely on academics. The components of leadership, character, and service, included on the "NHS Application Form," are all evaluated equally with the academics to obtain the most well rounded student for membership.
- Section 9.** The Faculty Council will evaluate submitted "Application Forms".
- Section 10.** The selection committee, Faculty Council, is composed of five members. Selections are made using the criteria specified (leadership, character, service) in the NASSP guidelines. At the spring meeting of the Faculty Council all candidates are discussed and voted on. A majority vote is all that is needed for admission to the National Honor Society.
- Section 11.** The building principal and assistant principals, along with NHS Advisor(s), cannot be voting members of the faculty council.
- Section 12.** Selections will be confirmed after final grades are posted in June. Students who have been selected for membership will be notified in of their selection.
- Section 13.** Selected students will be required to sign a "letter of acceptance" before being admitted to the NHS. This "letter of acceptance" indicates that the potential member has read and accepts the duties, responsibilities, and requirements set forth in the by-laws and constitution of the GRCHS chapter of the National Honor Society.

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#### ARTICLE II ELECTION OF OFFICERS

- Section 1.** Anyone who wishes to be an officer, or who wishes to nominate an officer, may do so by handing names in to the advisor.
- Section 2.** Voting will occur during the first quarter.

#### ARTICLE III DUTIES OF OFFICERS

- Section 1. President**  
The president shall call all meetings and determine the agenda to be followed.
- Section 2. Vice-President**  
The vice-president shall assume the responsibilities of the president in his/her absence. The vice-president will keep track of members' attendance at meetings and notify the advisors of tardy/absences.
- Section 3. Secretary**  
The secretary shall be responsible for all correspondence of the chapter. The secretary will record all members' service hours.
- Section 4. Treasurer**  
The treasurer will be responsible for keeping track of all finances for this chapter.

#### ARTICLE IV MEETINGS

- Section 1.** The Grand Rapids Christian High School chapter will meet during lunch hour every second Friday of the month.
- Section 2.** Special meetings may be called by the NHS advisors or executive board, which includes the four officers of the chapter.
- Section 3.** The executive board will determine the time and place for the meetings.

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<b>ARTICLE V</b> <b>MAINTAINING MEMBERSHIP</b>
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- Section 1.** All members must maintain a minimum **3.7** cumulative grade point average. Students who do not maintain a 3.7 grade point average after each semester will be put on probation. The NHS Advisor(s) will determine details of the probation. Seniors who do not maintain a 3.7 grade point average after the fall semester will not be recognized as members of NHS in the Honors Convocation or graduation publications.
- Section 2.** Each member must participate in the annual service project(s). The members will be responsible for organizing and carrying out all activities related to the projects including (but not limited to) organizational meetings, work sessions, and any other involvement outside the monthly membership meetings necessary to the completion of each project.
- Section 3.** Each member must be involved in some community service: **15 hours of service**. Besides the projects, the executive board and the advisors will determine guidelines for service hours.
- Community service hours that are required for other organizations MAY NOT be counted toward required hours for The National Honor Society.
- Service hours MUST be turned in by the monthly meeting immediately following the date of service to be counted. Service hours may be earned from the first day of school to Memorial Day of the current school year. NO SUMMER Hours will be considered.***
- Section 4.** Each member will provide written proof of participation and service by the deadline determined by the executive board.
- Section 5.** All members will attend scheduled meetings unless written permission to be absent is given to an advisor.
- Section 6.** All members will be expected to set a positive example for all other students.
- Section 7.** Substitutions between areas mentioned above will be allowed at the discretion of the executive board and the advisors.
- Section 8.** Each member must complete 15 hours of service by participating in the following:
- **Tutoring other students**
  - **Assist in the writing lab**
  - **Act as an ambassador for the school (e.g. Guardian Angel etc.)**
  - **Serve as a teacher assistant**
  - **Others (as proposed by student and approved by the executive board and advisors)**
- Section 9.** Seniors who do not accumulate 15 hours of service before senior exams will not be recognized as members of NHS in the Honors Convocation or graduation publications. Juniors who do not accumulate 15 hours of service are at-risk of being dismissed. Students may be asked to serve additional hours during their senior year to maintain membership.

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<b>ARTICLE VI DISMISSAL OF MEMBERS</b>
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- Section 1.** Meeting attendance is the member's responsibility. Regular attendance at monthly meetings is mandatory. **Attendance reminders will not be issued.**
- Members cannot have more than **two unexcused** absences from meetings. **Each unexcused absence will result in two additional service hours.** After each absence, members will be responsible for contacting an advisor within 24 hours to explain the (excused or unexcused) absence. The third unexcused absence will result in a hearing to determine a member's status. **The recommended course of discipline will be dismissal.** If a member does not report to either advisor the day of the missed meeting, the absence will automatically become unexcused. Two tardies (less than 10 minutes late to a meeting) will be recorded as an unexcused absence.
- Section 2.** Event attendance is the member's responsibility for the events that they have volunteered for. Event attendance is mandatory for those that have signed up. Members cannot have more than one unexcused absence from events. The first unexcused absence will result in the automatic addition of two service hours, one community service hour and one school service hour. After each absence members will be responsible for contacting an advisor within 24 hours to explain the absence. The second unexcused absence will result in a hearing to determine the member's status. The recommended course of discipline will be dismissal.
- Section 3.** Any violation of school rules that leads to suspension results in a hearing before the Faculty Council for dismissal from National Honor Society.
- Section 4.** Violators will be reported to the advisors or administration.
- Section 5.** GPA's are monitored and checked each semester to maintain membership. Members get one warning for dropping below the expected grade point average, and will have the following semester to get grades back up.
- Section 6.** More than one warning will lead to a hearing for dismissal.
- Section 7.** All dismissals will be handled by the NHS Advisor(s).
- Section 8.** All discipline of members will be reviewed by the executive board prior to faculty committee hearings.