

**By-Laws
of the
St. Thomas Aquinas Chapter
of the
National Honor Society**

ARTICLE I: NAME AND PURPOSE

Section 1. The name of this chapter shall be the **St. Thomas Aquinas Chapter of the National Honor Society of Immaculate High School.**

Section 2. 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 Immaculate 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, Service, Leadership, and Character.

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 in attendance for a period of at least one semester at Immaculate High School.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative grade point average of at least 3.500 out of 4.500. This scholastic level of achievement shall remain fixed and shall be the required minimum scholastic level of achievement for admission to candidacy. All students who can rise in scholarship to or above such standard may be admitted to *candidacy* for selection to membership. 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 advisor(s) shall be non-voting, ex-officio member(s) 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 scholastically ("candidates") shall be notified and asked to complete and submit the *Student Activity Information Packet* for further consideration for selection.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation forms provided by the chapter advisor.
- d. The Faculty Council shall review the *Student Activity Information Packet* and faculty evaluations in order to determine membership.

Section 3. The selection of new, active members shall be held once a year during the fall semester of the school year.

Section 2. Each member agrees that his or her acceptance of the emblem shall be considered an affirmation that the title to the emblem rests with the chapter and its Faculty Council.

Section 3. Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

Section 4. Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor cords at graduation.

ARTICLE V: DISCIPLINE and DISMISSAL

Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from the St. Thomas Aquinas 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 in effect when he/she was selected (3.500), he /she will be given a written warning and a 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, which may include dismissal from the chapter.

Section 3. Violation of the law or school regulations as published in the current I.H.S. Handbook can result in dismissal of a member. 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.

Section 4. Offenders of the school conduct code when brought to the attention of the advisor(s) (such as use of profanity, insubordination, failure to comply, unexcused absence, excessive tardiness, uniform violations, 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 dismissed.

Section 5. In all cases of pending dismissal:

- a. The member will receive written notification indicating the reason for possible dismissal from the advisor/Faculty Council. The member and advisor 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 (see below).
- b. 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 (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 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.
- c. 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 advisor.
- d. The Faculty Council's decision may be appealed to the building principal and afterwards through the school district discipline policy.
- e. 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.
- f. A dismissed member shall return his pin and membership card to the advisor.

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 preside at the meetings of this chapter.

Section 5. The vice-president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service.

Section 6. The secretary shall record and distribute the minutes of meetings and be responsible for all official chapter correspondence.

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

Section 8. In the event that an officer is deemed by members not to have met the duties of his/her position, using the procedures outlined in *Robert's Rules of Order*, the members may remove an officer from office by a majority vote.

Section 9. The duties of any officer other than the president who is removed from office will be assumed by one or more of the other members of the executive committee.

ARTICLE VII: EXECUTIVE COMMITTEE

Section 1. The executive committee shall consist of the faculty advisor(s) and the chapter officers.

Section 2. The executive committee shall 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. Meetings of this chapter shall take place at least monthly.

Section 2. Special meetings, approved by the executive committee, may be called by

the president. **Section 3.** This chapter shall conduct its meetings according to

Robert's Rules of Order.

Section 4. All chapter members are expected to attend all regularly-scheduled chapter meetings. Members who will be unable to attend a meeting must inform the chapter advisor before the meeting and in person.

Section 5. Missing more than two meetings during the year without an adequate reason may result in probation and additional service requirements.

ARTICLE IX: ACTIVITIES

Section 1. The chapter shall determine one or more service projects for each year in addition to voluntary peer tutoring.

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

Section 7. The chapter shall publicize its projects in a positive manner.

ARTICLE X: DUES

Section 1. Annual dues for this chapter shall be \$10.00.

Section 2.

- a. Dues for new members will be payable to the chapter treasurer within 30 days of induction.
- b. Dues for returning members will be payable to the chapter treasurer within one week of the first meeting of the year.

ARTICLE XI: POWERS

Section 1. The authority to administer and supervise chapter activities, as delegated by the school principal, shall be the responsibility of the *chapter* advisor(s).

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 vote of the chapter, provided notice of the proposed amendment has been given to all active members *at least one month* prior to the vote. The exceptions are Articles III and V (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.

Signatures:

Chapter President

Chapter Advisor
