

Chapter Bylaws of the
The Academy for the Arts, Science, and Technology Chapter
of the
National Honor Society
Adopted: August 27, 2019

Amended by Faculty Council: August 27, 2019

ARTICLE I: NAME

The name of this chapter shall be the AAST Chapter of the National Honor Society of The Academy for the Arts, Science, and Technology.

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 The Academy for the Arts, Science, and Technology.

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: This chapter will remain an active member of the state association by paying annual dues and participating in state functions when possible.

Section 3. The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 4: Final authority on all activities and decisions of the chapter resides with the school principal, Ms. Kelly Wilson.

Section 5: 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 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 be enrolled full-time at The Academy for the Arts, Science, and Technology.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative grade point average of 3.8 on a weighted scale.
- d. Candidates eligible for election to the chapter must have been enrolled in at least five Honors/AP classes for the 9th-11th grade years of high school; this total would include the courses a student is enrolled in during the fall semester of the junior year and should reflect at least 1 Honors/AP level course for every year of high school. Students must also enroll in at least 2 Honors/AP level courses for their senior year of high school.
- e. 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 appointed by the principal. The chapter adviser shall be the sixth, non voting, *ex officio* member of the faculty council.

- a. The Faculty Council will meet at least twice a semester to review individual membership eligibility and deficiency.

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

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

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. Students' discipline records are reviewed by school administration. Discipline will be reviewed for three years prior to the date of the NHS invitation consideration. Disciplinary infractions more than one year old prior to invitation, and above a level one infraction based on the HCS disciplinary handbook, will be reviewed by the principal to determine if the infraction will interrupt the NHS invitation. All 9th-12th grade school discipline policy infractions resulting in an evidentiary hearing, involving a weapon, drugs, alcohol, a physical altercation or multiple

physical altercations resulting in more than one day of OSS, sexual misconduct, or an arrest for any reason will automatically void an invitation for NHS membership. Additionally, students must have had no cheating/plagiarism infractions in the last year before consideration.

c. The faculty shall be given an opportunity to evaluate candidates determined to be scholastically eligible using the official input form provided by the chapter adviser.

e. The faculty council shall review the candidate information forms, faculty input, and other relevant information to determine those who fully meet the selection criteria for membership.

d. All students who wish to be considered for membership into the AAST NHS chapter should submit the candidate application to the chapter sponsor by the appointed date and time.

e. Students seeking membership must provide the following information in the candidate application to be reviewed by the faculty council: Examples of leadership, community service, co-curricular activities, and awards/recognitions they have received in the last 12 months. Students must provide a contact name and phone/email of an adult (cannot be a family member) who can verify each example listed on the candidate application. It must be someone who has observed the student in the role or activity described.

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 will 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 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. Annual dues for this chapter shall be \$10. Dues will be payable to the chapter within 30 days of induction.

Section 2. 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 adopted by the National Honor Society.

Section 3. Each member of this chapter is required to sign an honor agreement which outlines and specifies the duties and requirements of active membership (attached).

- a. Attendance at meetings
- b. Service hours requirement
- c. Other guidelines required for continued membership

- d. Must be enrolled in at least 2 Honors/AP level courses during the senior year of high school

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 VII: OFFICERS

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

Section 2. Student officers shall be elected at the first meeting of each school year. All returning members in good standing with the chapter are eligible to run for a position as an officer. Any active member can nominate an eligible member as a candidate for office.

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. The president may not serve in a leadership role in any other honor society or club for that school year.

Section 5. The vice president must be a current junior. He/she will serve as president the following year. The vice president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service. The vice president may not serve in a leadership role in any other honor society or club for that school year

Section 6. The secretary must be a current senior. The secretary, under the faculty sponsor's supervision, shall keep the minutes and attendance records for meetings.

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

Section 8. The senior class liaison will be the student who receives the most votes after the secretary is elected. The senior class liaison will help in duties during meetings and service projects as needed.

Section 9. The junior class liaison will be the student who receives the most votes after the vice president is elected. The junior class liaison will help in duties during meetings and service projects as needed.

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, held on the first Wednesday. Students will be made aware of any special circumstances for meeting changes at the beginning of each school year. Special meetings can be called by the president with 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. Members may miss only ONE unexcused meeting each school year

Section 4. Members who wish to have their absence from a meeting excused, must turn in an absence form to the chapter adviser before the next meeting. The absence form must be signed by an adult who can verify the reason for the absence. Note: work, wellness visits to a doctor, attending other honor society/club meetings, and travel/rec league sports are NOT excused. School-related activities (sports, making up school work, band/theater practice, getting tutored or extra help) and unexpected illnesses are excused if an appropriately signed absence form is turned in before the next meeting.

ARTICLE IX: ACTIVITIES

Section 1. The chapter shall determine one or more service projects for each year.

Section 2. All members shall regularly 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 the faculty; be appropriate and educationally defensible; and be well planned, organized, and executed.

Section 4. Each member shall have the responsibility for choosing and participating in an individual service project which reflects his or her particular talents and interests and as approved by the chapter adviser. This is in addition to the chapter projects to which all members contribute.

Section 5. 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 Academy for the Arts, Science, and Technology 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 (3.8 on a weighted scale), he /she will be given a written 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 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 a **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 IV, V, and X, which are developed by the faculty council with the approval of the principal.

Approved on: August 17, 2018

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

Zoe McNelis, Chapter President
Jayme Condrey, Adviser
Kelly Wilson, Principal