

Community Service Guidelines and Requirements (aligns with chapter By-Laws)

Community Service is defined as services volunteered by individuals or an organization to benefit a community or its institutions without any compensation, monetary or otherwise.

All NHS/NTHS members are expected to be active in the Honor societies. NHS/NTHS members are also expected to be active in community service.

To maintain good standing as a member of NHS/NTHS, Members inducted as a Junior must complete a total of 30 hours of community service, and at least one NHS/NTHS project *each year* in 11th and 12th Grade. Members are encouraged to seek out community service opportunities throughout the school year, both in GCIT and outside the school. Members joining in their Senior year are required to complete 10 hours of service and one project.

Any member who has not reached the organization's required goal of completed community service hours per year of membership by graduation will lose both the status of Member in Good Standing and the graduation privileges, which include wearing the following honored items: NHS/NTHS cords, tassels, and diploma stickers.

The following are the general guidelines for Community Service:

1. Members are encouraged to complete community service hours within GCIT before seeking opportunities outside of the campus. Members should complete at least 8 of the required 15 hours per year on campus. This includes events sponsored by NHS/NTHS and other student organizations within GCIT.
2. Members have the opportunity to complete a Community-Based Service Hours Proposal Form to gain verification for an outside organization or any external group where they wish to complete community service hours. This form can be obtained from either Adviser or on the Honor Societies Teams page (Files > Purple Folder). Like internal service hours, external service hours are unlimited once the requirement detailed above is satisfied.
3. Community service is *not* selling to raise money to offset costs for the organization or individuals of the organization, such as field trip costs. Any community service for fundraising must be for school- or honor society-endorsed projects or organizations whose money is going directly to a non-for-profit foundation or cause.
4. Community Service is not unofficial service (helping a teacher or a relative with organizational tasks), unless it is for a school-sponsored or Honor Societies-endorsed service project.
5. Volunteering to help the Athletics Department during a game/meet/match is an opportunity to earn service hours on campus.
6. Examples of school sponsored/honor society endorsed activities include but are not limited to: Key Club projects/field trips; Walks for a cause, such as the Out of the Darkness Walk;

Cathedral Kitchen service projects; City of Hope Style-A-Thon; Love Our Vets; Rock Your Socks for Down Syndrome Awareness; and Miracle League

7. The following are considered acceptable times for completing community service during the school day: students' scheduled lunch times; 30 minutes before and after school; school-sponsored or Honor Societies-endorsed field trips; Clubs period. You may not miss an academic class. School-sponsored events occurring during the weekend are also acceptable.

8. Community Service Opportunities are posted on our Teams account: GCIT Honor Societies. Many opportunities are promoted on our social media (Instagram) account.

9. All community service hours must meet the guidelines above. If you are unsure what qualifies as viable service, please see an Adviser prior to completing the service.

10. Remember, logs for community service are due on the posted date for each month. You can download community service forms from the Teams page or pick them up from an Adviser. Fill out the forms completely in pen. Please remember to include approval signatures.

11. If a member fails to complete the mandatory number of hours of service and a chapter service project in a school year, they will be required to complete the missing number of hours and the project the following year.

National Honor Society/National Technical Honor Society Chapter Bylaws

NHS Academic and Non-Academic Requirements

NHS members must maintain the following standards in order to remain an active member: a cumulative overall unweighted grade average of 95; suspension- and HIB-free; must maintain commitment to the Four Pillars of Character, Scholarship, Leadership, and Service; must *not* commit any incidences of academic fraud which includes but is not limited to plagiarism, cheating, multiple submissions of academic work, etc. Also, any incidents of unacceptable behavior will be investigated and may result in suspension or dismissal from NHS. These are also the standards used for consideration for induction to the National Honor Society.

NTHS Academic and Non-Academic Requirements

NTHS members must maintain the following standards in order to remain an active member: a cumulative overall unweighted GPA of 88 and an A average in their Career and Technical classes; suspension- and HIB-free; must maintain commitment to the Core 4 Objectives of Career Development, Leadership, Service, and Recognition, which are centered around its original seven attributes of Skill, Scholarship, Leadership, Honesty, Responsibility, Service, and Citizenship; must *not* commit any incidences of academic fraud which includes but is not limited to plagiarism, cheating, multiple submissions of academic work, etc. Also, any incidents of unacceptable personal behavior will be investigated and may result in suspension or dismissal from NTHS. These are also the standards used for consideration for induction to the National Technical Honor Society.

Meeting Times

NHS & NTHS meet a minimum of once a month during Clubs period. Meetings are posted on the Honor Societies Teams page. It is suggested that Members attend monthly meetings in order to remain current on events and updates.

Graduation Honors Requirements

Full graduation honors include wearing the NHS and/or NTHS honor cords and tassels during the graduation ceremony. In addition, Members receive a certificate for fulfilling their obligations to the organization and a sticker on the diploma. Again, meeting all of the requirements every year as a member of NHS and/or NTHS earns this privilege.

Members will have had to:

- complete the 30 total hours of community service and an annual chapter service project by May of Senior year.
- have remained suspension-free and have not had any incidences of academic fraud, as defined in the above paragraphs outlining the academic and non-academic requirements, and
- maintained acceptable standards for character, integrity, leadership, and service, and
- be up to date on all required chapter dues.

Probation

Not adhering to any of the above-mentioned policies could result in probation action. A student that is placed on probation will be sent a letter informing the student and their parents/guardian. The NHS/NTHS committee will also be informed of your probation. The letter will have guidelines on how to rectify the issue to be removed from probation. If a student does not correct the issue, they can be dismissed from either organization. Furthermore, the national organization will be notified of your dismissal.

Purpose, Obligations, and Discipline

Purpose: The purpose of these organizations shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of secondary schools.

Obligations of NHS or NTHS Membership:

The national constitution delineates seven formal obligations of membership, the first of which is as much a duty of the chapter as it is a member obligation. Article VIII, Section 4 indicates that all members must be inducted at a special ceremony to become active members of the chapter. One remains in the condition of being a "successfully selected candidate" (i.e., not a member) until this ceremony is undertaken. The following list outlines additional member obligations as delineated in the national constitution:

- Dues (Article IV, Section 3): Members will be asked to pay annual chapter dues of \$5 per society per year. This does not include the \$35 membership fee for NTHS. Seniors will be responsible for the cost of their cords and NHS tassels. The authentic inability of a member or his/her family to pay such financial obligations will not be the reason for the disciplining or dismissal of any member. Note: Dues are not a required function for any chapter, but if established by the chapter, dues become an obligation of all members.
- Maintaining standards (Article VIII, Section 1): Once selected and inducted, all members are expected to maintain the standards by which they were selected. The implication here is that members are well informed about those standards, as published in the description of the local selection process. Annual reminders for students and parents delivered through the script of the chapter's induction ceremony are helpful.
- Meetings (Article XIII, Section 1): A schedule of chapter meetings should be developed and well publicized. Chapter Officers should work closely with the Advisers to see that the agendas for all meetings are well thought-out and planned. Chapters may require members to attend these meetings. Develop policies for excused and unexcused absences using local school attendance guidelines as a model.
- Chapter service projects (Article XIV, Sections 1 & 2): All chapters are required to sponsor a chapter service project in which all members participate (Section 2), assuming that the project meets the criteria as outlined in the constitution (Section 3). However, GCIT Chapter officers offer multiple projects during the year from which members can choose in order to fulfill this obligation. Students will be required to participate in at least *one* NHS/NTHS-sponsored activity.
- Individual service projects (Article XIV, Section 4): In addition to the chapter service project noted above, members are to engage in additional service according to their own talents and interests. Students will be required to participate in 16 hours of community service (across two years of membership) through a school-sponsored organization. This requirement includes the one NHS/NTHS project noted above.
- Any Junior member who fails to complete the mandatory 15 hours and one NHS/NTHS service project, will be responsible for making up those requirements the following year. Seniors who owe hours from Junior year must complete those hours during the intervening summer and during Senior year in order to complete the required 30 hours. Also, any member not reaching the organization's goal of 30 hours of service including a chapter sponsored project, for two years of membership, by graduation, will lose graduation privileges, which include wearing the following honored items: NHS/NTHS cords and tassels.
- Additional Obligations (Article XVI, Section 2): If additional obligations exist for members of the chapter, such obligations should be included on a separate list of member obligations shared regularly with members and their parents or should be spelled out in the chapter bylaws for all members to see.

Discipline and Dismissal:

There are four general areas considered when looking at the actions of chapter members:

1. Are they maintaining the standards by which they were selected?

2. Are they fulfilling the obligations of membership as delineated above and in the chapter guidelines?
3. Are they complying with school rules and the law?
4. Have students remained suspension free?

If the answer is "No" to any of these questions, then the Advisors, in concert with school administration and Officers, have the right to take action for suspension or dismissal for any Member.