

Rules of Conduct

Effective October 12, 2015, Revised March 2025

Buffalo Lake-Hector-Stewart Honor Society Rules of Conduct remain in place throughout a person's membership.

Service Hours

Any Honor Society member failing to complete his or her 10 service hours per semester will be put on probation and must subsequently complete a total of 15 hours the following semester. Failure to complete probation will result in dismissal from NHS.

Drugs, Alcohol, and Tobacco Consumption, Possession and Distribution

1. Honor Society members who receive drug, alcohol, or tobacco violations (see Student Handbook, Appendix, Conduct, and Consequences p. 2 and Minnesota State High School League Rules of Eligibility) 2 times in their 4-year high school career will forfeit their membership.
2. First violation of drug, alcohol, or tobacco consumption, possession or distribution of a current Honor Society member will result in probation for 1 semester.

In that semester, the Honor Society member will:

- complete an additional 15 hours of community service
- 10 of the 15 hours must be completed within a substance abuse program or its equivalent that the Honor Society adviser has approved
- write a letter to the Honor Society adviser reflecting on their experience with the substance abuse program

Failure to complete probation will result in dismissal from the Honor Society.

Cheating

1. Honor Society members who receive Character violations for cheating or use of AI (see Student Handbook, Appendix, Conduct, and Consequences and

Minnesota State High School League Rules of Eligibility) 2 times in their high school career will forfeit their membership.

2. The first violation of character of a current Honor Society member will result in probation for the remainder of their high school career.

In that semester, the Honor Society member will:

--complete an additional 15 hours of community service

--10 of the 15 hours must be completed within a classroom or after-school homework support program or its equivalent that the Honor Society adviser has approved

-- write a letter of apology to the faculty counsel for the violation to be shared with the faculty member of the class that the violation occurred

--write a letter to the Honor Society adviser reflecting on their experience with the tutoring program

3. Second Violation of the Pillar Character of a current Honor Society member will result in dismissal.

Failure to complete the probation plan outlined at the due process hearing will result in dismissal from the Honor Society.

Additional Information

The Faculty Council reserves the right to review any infraction and subject appropriate punishment that may incur that is not specifically addressed by this document or the National Honor Society Constitution.

DISCIPLINE and DISMISSAL of MEMBERS (National Bylaws update)

Section 1. Any member who falls below the standards of scholarship, service, leadership, or character may be considered for discipline or dismissal from the BLHS 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. Suppose a member's cumulative grade point average falls below the standard in effect when he/she was selected 3.5. In that case, he /she will be given a written warning and a reasonable 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, including 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, 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 a 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 due to 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.

BLHS Selection Criteria and Process

Admission to Buffalo Lake-Hector-Stewart High School's Honor Society follows the criteria required according to the constitution of National Honor Society which involves scholarship, character, service, and leadership.

Selection for membership is by a Faculty Council and is based on outstanding scholarship, character, leadership, and service" (Article IX: Section V & VI: Membership). At BLHS, the Faculty Council selects new members to the BLHS chapter based on these four demonstrated qualities. Membership is the highest honor that Buffalo Lake-Hector-Stewart High School can bestow upon those students who have exhibited exemplary academic and personal qualities.

BLHS Selection Criteria and Process

1. Sophomores, Juniors, and Seniors are **eligible to be considered** for induction into the Honor Society only if they have an unweighted cumulative Grade Point Average (G.P.A.) of 3.500 or higher. Freshmen are never eligible, and students become eligible for membership upon completion of 3 semesters of high school.
2. Students who are "senior semester drops" or "official early grads" may be considered. No foreign exchange students may be considered.
3. Review for membership will take place during the first semester of a student's junior or senior year, and the G.P.A. from the end of semester one of either a student's sophomore, junior, or senior years is used as the basis to choose eligible candidates.
4. Seniors can be considered a first or second time if they meet the 3.500 or better G.P.A.
5. Students must have been in full-time attendance at BLHS for a minimum of one semester before they can be considered as candidates.
6. Students must complete a minimum of 5 hours of documented community service in the BLHS School District to be considered.
7. Students who are eligible for consideration must submit a typed application addressing the criteria of character and leadership, as these apply in their own lives.
8. In compliance with the National Honor Society's constitution, four factors are used to determine which students from the list of eligible candidates will finally become

members of MHS. These four factors are Scholarship, Character, Service, and Leadership.

9. One teacher will be appointed by the principal as a replacement member on the Council, in case of absence of one of the members of the Council, and the chapter adviser shall be the ex-officio leader of the Faculty Council.

10. The Faculty Council, consisting of five teachers appointed by the principal, will survey the faculty for ratings of each student in the three areas. Faculty Council members will rate each student with whom they are familiar regarding character, service, and leadership.

- A. All teachers are given a rating survey and are required to complete it even if they choose not to rate even one student.
- B. Each student must have been rated by at least five faculty members to be further considered.
- C. A four-digit point total is numerically derived for each student by combining the faculty rating with the student's G.P.A., representing the fourth factor, scholarship.
- D. **The weighting is 55% character, 22.5% service, and 22.5% leadership.** The derived faculty rating average, taken independently of the G.P.A., must be at least 3.500 or higher to be considered.
- E. Faculty members will have the opportunity to mark students on a scale of 1 - 5. A score of 5 means "strongly recommend," and a score of 1 means "strongly do not recommend." The Faculty Council may choose to question the faculty member for his or her comments regarding the scores prior to voting on membership.
- F. The Faculty Council will use the essay on character and leadership to consider each student whose scores do not meet the score required for automatic acceptance.
- G. The Faculty Council will verify the documented community service prior to voting for membership.
- H. After reviewing the faculty's surveys and comments, as well as students' community service and, if necessary, the essays, the Faculty Council and Honor Society Advisor will meet privately to evaluate eligibility.
- I. The selection of each member to the chapter shall be by a simple majority vote of the Faculty Council.

11. This selection process is available to the public for review by interested parties.

12. No quota system is used as criteria for the number of students finally admitted.

* Appeal Process: Students not selected for induction into NHS may choose to appeal. In order to do so, they will be allotted time to present to the Faculty Council. This presentation should be an effort to clarify how the material they initially

submitted speaks to their contributions to service, leadership, and character. No new information will be allowed.

Meetings

1. **Time:** First Wednesday of the month at lunch, as needed
2. **Place:** Room 121
3. **Frequency:** General Membership 1-2 per/month more during major projects/events
Officers 1-3 per month more during major projects/events
4. **Definition of Quorum:** 51% + (majority) of members present on the date of the decision