

Proposed Local Chapter Bylaws

Passed at Oct. 3rd, 2025 Meeting

PREAMBLE

This chapter shall be known as the Cleburne High School **Chapter of the National Honor Society (NHS)**. The chapter shall operate in full compliance with the NHS National Constitution and NHS Handbook. ([NHS](#))

ARTICLE I — PURPOSE

The purpose of the chapter is to create enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership, and to encourage the development of character in the students of Cleburne High School. (National NHS purposes.) ([NHS](#))

ARTICLE II — GENERAL GOVERNMENT

1. The chapter shall abide by the NHS National Constitution; local bylaws shall not contradict the national constitution. ([NHS](#))
 2. The chapter adviser shall be a faculty member appointed by the principal and recognized by school administration; the adviser(s) shall supervise day-to-day activities and serve as liaison with the Faculty Council and principal. ([NHS](#))
-

ARTICLE III — MEMBERSHIP (NEW MEMBERSHIP PROCESS)

Section 1 — Eligibility

- a. Eligible grades: Juniors and seniors per Chapter bylaws. ([NHS](#))
- b. Attendance: Candidates must have attended the school for the equivalent of one semester

prior to candidacy. ([NHS](#))

c. Scholarship: Candidates must meet the national minimum scholarship standard — **a cumulative GPA (non-weighted) of at least 3.5** ([NHS](#))

Section 2 — Application & Documentation (Local requirement)

a. The chapter will announce the application window in school publications and on the school website at least 2 weeks prior to selection (publication of the selection procedure is required by the national constitution). ([NHS](#))

b. To be considered, eligible students must submit: a completed application form, a list of school and community activities, leadership roles, and documentation of at least **10 hours** of completed, chapter-approved volunteer service during the current year prior to the application deadline.

Section 3 — Selection

a. The Faculty Council (minimum five faculty members appointed by the principal) shall evaluate candidates on the four pillars: scholarship, service, leadership, and character. Final selection of members is made by a **majority vote of the Faculty Council**. ([NHS](#))

b. The selection procedure (rubrics, deadlines, appeals process) shall be published and available to students and parents before applications open. ([NHS](#))

c. After the Faculty Council vote, the chapter adviser will review results with the principal prior to notification. ([NHS](#))

Section 4 — Induction

Candidates selected by the Faculty Council shall be inducted at a public ceremony. New members must sign a member obligations form acknowledging the bylaws, service expectations, and conduct standards.

ARTICLE IV — OBLIGATIONS OF MEMBERS (SERVICE HOUR REQUIREMENTS)

1. **Pre-induction:** Applicants must document at least **10 approved hours** of volunteer service in the current academic year prior to the application deadline (see Article III §2b). (*Adjustable by Faculty Council.*)
2. **Ongoing annual requirement:** Active members must complete **20 chapter-approved service hours per academic year** (e.g., fall + spring combined). Service hours must be documented, signed by a supervisor, and submitted by published deadlines. ([NHS](#))

3. **Minimum participation:** Members must attend at least **75%** of regular chapter meetings and must participate in at least one major chapter service project per year. Failure to meet obligations may trigger warnings or disciplinary action per Article X.
 4. **Graduation honors:** To be eligible to wear NHS regalia at graduation and be listed as an active member, seniors must be in good standing with service-hour and conduct obligations fulfilled as of the date specified in the senior checklist (the specific date will be set annually and published).
-

ARTICLE V — OFFICERS & QUALIFICATIONS

Section 1 — Officer Positions

Officers shall include: President, Vice-President, Secretary, Treasurer. The chapter may create additional roles (committee chairs) as needed.

Section 2 — Qualifications

To be eligible for election to an officer position at the time of nomination, a student must:

- a. Be an active NHS member in good standing;
- b. Have a minimum cumulative GPA of **3.5**
- c. Demonstrate leadership experience (e.g., prior club officer, team captain, committee chair, or other documented school/community leadership);
- d. Have no pending significant disciplinary actions or suspensions at nomination time. (The Faculty Council may require a letter of recommendation from a faculty member or the chapter adviser.) ([NHS](#))

Section 3 — Election and Term

- a. Officers shall be elected annually by a vote of the active chapter membership (simple majority), subject to approval by the Faculty Council and principal. The Faculty Council must approve officer duties and election procedures as described in the bylaws. ([NHS](#))
- b. Officers shall serve for one academic year beginning at the installation ceremony and ending with the next year's installation unless removed per Article V §5.

Section 4 — Removal/Resignation; Vacancies

- a. An officer who falls below membership obligations (grades, service, conduct) shall receive written notice and be given a reasonable time to remedy the deficiency. If the deficiency is not corrected, the Faculty Council may remove the officer by majority vote. (Due-process protections apply.) ([NHS](#))
- b. Vacancies shall be filled by appointment by the executive committee (officers + adviser)

pending Faculty Council approval, or by a chapter election as determined by the Faculty Council.

ARTICLE VI — MEETINGS

1. Regular meetings: monthly during the school year (schedule to be set at the beginning of year).
 2. Special meetings: may be called by the President, the adviser, or the Faculty Council.
 3. Quorum: [define, e.g., 25% of active membership or a fixed number]; decisions of members require a simple majority unless otherwise specified.
-

ARTICLE VII — ACTIVITIES & FINANCE

1. Chapter will conduct a minimum of 2 major service projects annually (1 fall + 1 spring) and support individual service opportunities.
 2. Funds: If funds are collected, the Treasurer shall keep records, produce periodic reports, and use funds only for chapter programs. The adviser must approve expenditures. Fundraising activities must comply with school district policy.
 3. Dues: \$40 for new members and \$15 for returning to be paid annually; additional dues may be required for seniors wishing to purchase graduation regalia.
-

ARTICLE VIII — DISCIPLINE, DISQUALIFICATIONS, & DISMISSAL (Procedures)

This Article is based on Article X of the NHS National Constitution; local procedures amplify the national requirements and must be developed by the Faculty Council. ([NHS](#))

Section 1 — Grounds for Discipline / Disqualification

Examples of conduct that may lead to discipline, suspension of privileges, or dismissal include, but are not limited to:

- a. Academic performance falling below the chapter standard (e.g., cumulative GPA < 3.5, service hours <20);
- b. Cheating, plagiarism, or other honor code violations;
- c. Any disciplinary suspension, placement in alternative education, or violation of law that the Faculty Council determines is inconsistent with NHS character standards;
- d. Failure to complete required service hours or chapter obligations after timely warnings;
- e. Repeated minor infractions or a pattern of behavior inconsistent with NHS core values.

Section 2 — Warning & Opportunity to Remedy

Except in cases of flagrant violation of school rules or law, members who fall below standards shall be **promptly warned in writing** by the adviser and given a reasonable period (specified in the warning) to correct the deficiency. ([NHS](#))

Section 3 — Faculty Council Review & Hearing (Due Process)

- a. The Faculty Council shall determine when a member has exceeded a reasonable number of warnings and whether dismissal is warranted.
- b. In all cases of pending dismissal, the member shall have the right to a hearing before the Faculty Council; this hearing constitutes due process. The member may present evidence and bring one adult advisor (non-attorney). ([NHS](#))

Section 4 — Decision; Appeal

- a. For dismissal, a **majority vote of the Faculty Council** is required. ([NHS](#))
- b. The member and parents/guardians will be informed of the decision in writing and of the right to appeal to the building principal. Further appeals will follow the school district's student disciplinary appeals policy. (NASSP will not review Faculty Council selection/dismissal decisions.) ([NHS](#))

Section 5 — Sanctions Short of Dismissal

In lieu of dismissal, the Faculty Council may impose disciplinary sanctions (probation, temporary suspension of privileges, required remediation projects) as appropriate.

ARTICLE IX — TRANSFERS

Members transferring into the building who are members in good standing of another NHS chapter shall be accepted automatically upon receipt of verification from the former chapter's adviser, subject to Faculty Council review. Members transferring out shall surrender chapter

insignia as required.

ARTICLE X — RATIFICATION, AMENDMENTS & REVIEW

1. Ratification: These bylaws shall be ratified by a two-thirds vote of the chapter membership present and voting, and approved by the Faculty Council and principal.
 2. Amendments: Amendments to these bylaws require Faculty Council recommendation and approval by a majority vote of chapter members present, followed by principal approval. The Faculty Council may revise procedures for selection, discipline, and dismissal (Article X of the National Constitution assigns development of those procedures to the Faculty Council). ([NHS](#))
 3. Review: The Faculty Council shall review chapter procedures annually to ensure continued compliance with the NHS National Constitution and the NHS Handbook. ([NHS](#))
-

ARTICLE XI — MISCELLANEOUS

1. The Faculty Council shall meet at least once per year to review procedures, select members, and consider disciplinary matters. ([NHS](#))
 2. Emblems, cords, stoles, and other regalia rules shall follow school policy and be awarded only to members in good standing.
-

Signatures

Faculty Council Chair: _____ Date: _____
Principal: _____ Date: _____
Chapter Adviser: _____ Date: _____
President, Chapter Membership: _____ Date: _____