Brownsboro Chapter of NHS Bylaws & Policies

Brownsboro Chapter Bylaws
These chapter bylaws amplify sections of the NHS Constitution and clarify the chapter's operating procedures. Proposed changes shall be prepared by members of the executive council, presented to the membership, and approved by the membership upon a two-thirds vote of the chapter. All changes involving procedures for selection, discipline, and dismissal of members shall only be changed by the faculty council.

Article I
Name

The name of this organization shall be the Brownsboro High School Chapter of the National Honor Society of Secondary Schools (NHS).

Article II
Purpose(s)

The purpose of this chapter shall be to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of Brownsboro High School.

Article III
Principal

Section 1.
The principal shall reserve the right to approve all activities and decisions of the chapter.

Section 2.
The principal shall annually appoint/approve a chapter adviser/sponsor, and the Faculty Council members who may serve consecutive terms.

Article IV
Chapter Adviser/Sponsor

Section 1.
The chapter adviser shall be a member of the faculty whom the principal appoints.

Section 2.
The adviser shall promote and approve chapter activities, attend all meetings and functions, and provide membership and dismissal information to candidates and members.

Article V
Faculty Council

Section 1.
The selection of members to this chapter shall be by a council consisting of five voting faculty members appointed/approved annually by the principal. No principal or assistant principal may be included in the Faculty Council.

Section 2.
The Chapter adviser/sponsor shall be an ex-officio, non-voting, and sixth member of the Faculty Council.

Section 3.
The Faculty Council shall meet at least once a year to select members and to consider non-selection, dismissal, other disciplinary actions, and necessary warning cases.

Article VI
Membership

Section 1.
Membership in this chapter is an honor bestowed upon a student. Selection for membership is by a Faculty Council and is based on outstanding scholarship, character, leadership, and service. Once selected, members have the responsibility to continue to demonstrate these qualities.

Section 2.
Membership of this chapter shall be known as active, graduate, and honorary. The graduate and honorary members have no vote. Active members shall become graduate members upon receipt of their diploma.

Section 3.
Candidates become members when inducted at a special ceremony.

Section 4.
Any active member who transfers to the Brownsboro High School Chapter from another NHS Chapter shall be required to have a letter of verification from the chapter advisor or principal at the school from which the member has transferred.

Section 5.
Members who resign or are dismissed are never again eligible for membership or its benefits.

Section 6.
The Faculty Council shall reserve the right to award honorary membership to school officials, principals, teachers, NHS advisers, adults, or students in recognition of outstanding service rendered to the school in keeping with the purpose of the National Honor Society.

Article VII
Selection of Members

Section 1.
To be eligible for membership, the candidate must be a Junior or Senior Class member. Students who meet the Brownsboro NHS Eligibility Requirements will be notified and invited to complete a candidate information form to join Brownsboro NHS. The faculty council will review each form, and accepted candidates will be inducted into the Brownsboro NHS.

Section 2.
To be considered for membership, candidates must fill out a candidate selection form, signature page, have a faculty recommendation letter, and turn in by the specified due date to the Chapter Advisor. A candidate who does not complete all parts by the date specified will not be considered for membership.

Section 3.
The selection of members to the Brownsboro High School Chapter shall be by a majority vote of the Faculty Council.

Section 4.
A description of the selection procedures shall be provided to candidates along with their information forms. The selection procedure shall be determined by the faculty council and shall be consistent with the rules and regulations of NHS.

Article VIII
Brownsboro NHS Eligibility Requirements

Section 1.
A candidate shall have a minimum cumulative grade point average of a 90 or higher. The minimum GPA shall remain fixed and shall be the required scholastic achievement for admissions, candidacy, and membership in this chapter.

Section 2.
Candidates shall then be evaluated based on service, leadership, and character.

Section 3.
The candidate must be a student at Brownsboro High School, and have attended for one full semester.

Article IX
Discipline and Dismissal*

Section 1.
The Faculty Council, in compliance with the rules and regulations of the National Honor Society, shall determine the procedure for dismissal. A written description of the dismissal procedure shall be available to interested parties.

Section 2.
Members who fall below the standards which were the basis for their selection shall be promptly warned in writing by the Chapter adviser and given a reasonable amount of time to correct the deficiency. In the case of flagrant violation of school rules or civil laws a member does not have to be warned.

Section 3.
The Faculty Council shall determine when an individual has exceeded a reasonable number of warnings.

Section 4.
In all cases impending dismissal, a member shall have a right to a hearing before the Faculty Council. All members pending dismissal will receive a formal written notice of their offenses and pending dismissal from the chapter along with a date and time of the faculty council vote to determine if they will be dismissed. Upon the receipt of the written notice the member may request a due process hearing before the council to occur before the vote, but must do so in writing within two calendar days of receiving a dismissal notice.

Section 5.
For purposes of dismissal, a majority vote of the Faculty Council is required.

Section 6.
A member that has been dismissed may appeal the decision of the Faculty Council to the principal and thereafter under the same rules for disciplinary appeals in the school district. The Chapter Adviser must attend the appeal in order to address any questions or concerns the principal may have.

Article X
Officers and Executive Council

Officers are elected at each school year to represent the following academic year. They are presented formally at the induction ceremony (performed in the first semester) and serve for a term of one year.

Section 1: Club Officers.

- ❖ President: The President will conduct all meetings, chair the Executive Council, and manage the operations of Brownsboro NHS.

- ❖ Vice President: The Vice President will assume the president's responsibilities as needed and coordinate the operations of Brownsboro NHS.
- ❖ Secretary: The Secretary will publish all Brownsboro NHS communications and take detailed minutes at every meeting.
- ❖ Treasurer: The treasurer will work with the advisor to maintain a balanced budget, record all club transactions, and collect dues.
- ❖ Historian: The Historian shall be responsible for sustaining accurate records and history of the chapter. They are expected to record and understand notable events during their tenure.
- ❖ Media Specialist: The Media Specialist serves as a public relations officer for the Brownsboro NHS and is responsible for contacting and/or attending meetings with advisors and other officers. The Media Specialist will also maintain and update club information for the public.

Section 2.
It shall be the duty of the officers to conduct the meetings of this chapter. It shall also be the duty of the officers to conduct the Induction Ceremony and Luncheon for new members.

Section 3.
The officers and the chapter adviser(s)/sponsor(s) constitute the membership of the Executive Council which meets periodically to direct the activities of this chapter.

Article XI
Meetings

Section 1.
This chapter shall hold regular meetings during the school year on days designated by the Executive Committee and in accordance with school policy and regulations. Each member is required to attend all regular meetings, failure to do so without excused absence or documentation may result in a student being placed on probation.

Section 2.
Regular chapter meetings will be held twice a semester. Special meetings may be called by the Executive Council or the president with the approval of the Chapter Adviser.

Section 3.
All meetings shall be open and held under the sponsorship of the Chapter Adviser and/or chapter sponsor. Executive Council meetings shall be called as necessary to provide direction for the chapter.

Article XII
Activities*

Section 1.
At least two service projects per semester will be provided.

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

Section 3.
These projects shall have the following characteristics: They shall 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 project shall be publicized in a positive manner (See Parent/Child Photo Permission).

Section 5.
Each member of the NHS shall participate in individual service projects of their choosing. Each member is responsible for completing 20 service hours for the year. The service hours deadline will be 10 in the Fall semester and 10 in the Spring semester. All hours are subject to verification and approval by the Chapter Advisor.

Section 6.
Membership in NHS is a privilege and all members must maintain the four pillars of NHS: Scholarship, Service, Leadership, and Character. Any student who fails to maintain these pillars is subject to disciplinary action.

6.1
Social media posts are subject to scrutiny under the pillars of leadership and character. Any student deemed to be engaging in social media posts that undermine the integrity of NHS are subject to review and disciplinary actions.

Section 7.
All members of the chapter are required to pay $20 in dues annually in the fall semester.