STRUTHERS HIGH SCHOOL NATIONAL HONOR SOCIETY
BYLAWS (Adopted June 2011)

The Struthers High School Chapter of the National Honor Society will adhere to the National Honor Society National Constitution with the following clarifications.

I. SELECTION PROCEDURE

A. There are 4 steps in the induction process of Struthers High School National Honor Society. During these steps a student's scholarship, leadership, service, and character is evaluated.

B. Induction process step 1 evaluates Scholarship

1. A student must have a 3.50 GPA at end of the sophomore or junior school year. At the start of the school year, a letter is sent home to all junior and senior students meeting this requirement, inviting him/her to join the SHS NHS.

C. Induction process step 2 evaluates Service

1. A student must turn in a verified activities list containing a minimum number of 20 service activities accepted by the NHS Advisor and Faculty Council.
2. All *non-paid and non-graded activities and services* that a student completes in our school or in the community since the start of high school career qualify.
3. Each year the student participates in an activity or service may be counted as a separate service.
4. Some school activity examples….aides, tutors, officers, clubs, sports, volunteers with junior/senior class activities (before the step 2 paperwork deadline), & volunteer work/fundraising in the community relating to a school activity
5. Some community activity examples….church participation, scouts, teams, camp counselors, campaign work, assisting members in the community, volunteer work/fundraising in the community
6. Some examples that do NOT count as an activity…lettering in sports, activities/services for class credit or grades, any paid services, and services for immediate family members
7. A letter will be sent to all students who have met these criteria and are proceeding to induction process step 3.

D. Induction process step 3 evaluates Character and Leadership

1. Teachers at SHS cast an anonymous numbered ballot on observations of high character and leadership abilities of applying members; "*yes*" -meaning the student possesses high character and leadership abilities expected of the NHS, "*no*"- meaning the student does not meet the high character and leadership abilities expected of the NHS at this time.
2. Teachers are asked to abstain from voting on any student they do not know.
3. Of the *yes* and *no* votes, a student must receive 75% of *yes* responses in order to proceed in the induction process.

E. Induction process step 4 evaluates Scholarship, Service, Character, and Leadership

1. Students who have successfully advanced through the first three induction steps are submitted to the Faculty Council for approval of membership.
2. At the completion of step 4, a letter will be sent to all students who enter steps 3 and 4, explaining their status in the selection of NHS membership.

F. All students who have been approved are required to attend the NHS New Member Induction Rehearsal and Ceremony. Any student who does not attend either of these (for any reason) will not be inducted into NHS during this school year; he/she may repeat the induction process during his/her senior year if applicable.

II. DISMISSAL / PROBATION

A. Struthers High School NHS members are expected to maintain their high academic standings and take an active role in service and leadership in our school and community. NHS Members who do not maintain the standards of scholarship, leadership, service, and character that were used as the basis for their selection are liable for probation or dismissal.

B. If the member is not upholding any <u>one</u> of the four selection criteria, the member will have a conference with the NHS advisor, and one or more Faculty Advisory Council Member. A letter will be sent to the home discussing the outcome of the member/advisor/faculty conference. If the violation is a flagrant violation of school rule or civil rule, the member will be dismissed with no further warning or probation. In lieu of dismissal, the Faculty Council may impose disciplinary sanctions and probation upon a member as deemed appropriate.

C. The terms of probation would suspend members from some activities and privileges. The probation period would afford the member the opportunity to improve or correct the reason for the action. If the member improves during the designated probation period, full privileges will be reinstated. If the member does not improve or correct the situation, the Faculty Advisory Council will meet to discuss the dismissal of the member.

D. 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.

E. Flagrant violation of school rules include, but are not limited to:
   1. Cheating that is verified by SHS Administration
   2. Public display of disrespect toward other students, authority, or significant adults
   3. Vandalism
   4. Chemical use related to a school activity
   5. Any offense that would lead to a student's out of school suspension from school
   6. Any offense that would lead to a student's immediate expulsion from school
   7. Failure to comply with Eligibility requirements in a grade period during NHS membership

F. Flagrant violation of civil law include, but are not limited to:
   1. Public record of any chemical use or underage drinking at any time
   2. Vandalism
   3. Shoplifting, stealing, receiving stolen property, an accessory to any civil violation
   4. Public record of any violence or disrespect
   5. Any violation of civil law with written proof

G. Attendance
   1. The first time a member misses a service activity he/she has previously committed to, he/she will be notified. The second time, the member will be dismissed with no further warning or probation.
   2. The second time a member misses a meeting with the chapter during the school year; he/she will be notified. The third time, the student will be dismissed with no further warning or probation.

H. Responsibility
   1. A member's service log or a senior due that is not turned in by the final chapter meeting date will be deemed incomplete and the may be dismissed with no further warning or probation.
   2. All paperwork is due on the date given by the Executive Committee or NHS Advisor. The first time a member misses a due date for paperwork, he/she will be notified. The second time, the member may be dismissed with no further warning or probation.

I. In all cases of pending dismissal:
    1. The member will receive written notification from the advisor/Faculty Council indicating the reason for consideration of dismissal.
    2. The member will be given the opportunity to respond to the charge(s) against him/her at a hearing before the Faculty Council prior to any vote on dismissal (in ordinance with due process identified in Article X of the National Constitution).
    3. The member has the opportunity to present his/her defense either in person or written 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.
    4. 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 advisor.
    5. The Faculty Council's decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies.
    6. A member who is dismissed or resigns, may never again be considered for membership in the National Honor Society.

III. OFFICERS

A. All returning senior members in good standing with the chapter are eligible to run for a position as an officer.
B. Any active member can nominate an eligible member as a candidate for office.
C. All students running for office must first give a statement to all the current members of the club before the election process. In their statement, the student must demonstrate their desire for running for an elected position and what positive qualities they have to contribute.
D. 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.
E. The officers of the chapter shall be president, vice president, secretary, and treasurer.
    1. It shall be the duty of the president to coordinate and preside at the meetings of the chapter; coordinate service projects; and assist advisor with various other tasks to ensure chapter meetings and service activities run smoothly.
    2. It shall be the duty of the vice-president to preside in the absence of the president; coordinate fundraiser projects, and assist advisor with various other tasks to ensure chapter meetings and fundraiser projects run smoothly.
    3. It shall be the duty of the secretary to keep the minutes and attendance records for meetings, keep record of members' contributions to leadership and service, and be responsible for all official correspondence.
    4. It shall be the duty of the treasurer to keep record of business expenses, dues, and all other financial transactions of the chapter.
F. 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.
G. In cases where officers are relieved of their duties (suspensions, etc.) or a vacancy occurs among officers:
    1. The relieved officer will return their officer pin and may not identify any time served in office on any future applications.
    2. The Faculty Council may impose disciplinary sanctions, probation, or dismissal upon the former officer as deemed appropriate.
    3. The Executive Committee may decide to hold another election to fulfill the vacant office position.

IV. CHAPTER PROCEDURES AND PROJECTS

A. Meetings

1. On an average, there are six meetings per year. Special meetings may be called by the president with approval of the advisor.
2. Members are expected to attend all chapter meetings.
    a. Induction meeting, rehearsal, and ceremony are MANDATORY attendance by all members.
    b. The second time a member misses a meeting with the chapter during the school year; he/she will be notified. The third time, the student will be dismissed with no further warning or probation.
3. All members' service logs and senior dues need to be turned in by the final chapter meeting of the school year.
    a. Any dues or logs not turned in by this meeting date will be deemed incomplete and the member may be dismissed.

B. Services / Activities

1. Each member must obtain **at least** ten hours of recorded service split between **at least** three different projects each year of membership in the NHS.
2. A member's service log must be completed and turned in by the last chapter meeting of the school year.
3. The chapter shall determine one or more service projects each year to have all members participate.
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 advisor. This is in addition to the chapter projects to which all members contribute.
5. The chapter shall publicize and promote its projects in a positive manner.

C. Fundraisers / Dues

1. Each member is required to pay or earn $20.00 in dues per school year of membership in NHS.
2. All Dues money needs to be paid by the last chapter meeting of the member's senior year.
3. A member may sell or work fundraisers to earn money off of his/her individual dues.
    a. Net money from a member's fundraising will be taken off his/her dues owed.
    b. All NHS Members who work a fundraiser event (Flower pick up, Frozen Yogurt Sale) will earn equal amounts off of their dues for each shift worked. (Total Net divided by # of worker shifts= Individual dues amount earned each shift)
    c. A member does not have to participate in any chapter sponsored fundraisers, and they will NOT earn any money off of their dues.