



National Honor Society
Chapter Bylaws
of the THS NHS Chapter

Adopted: [Wednesday, December 8, 2021](#)



Character

Scholarship

Leadership

Service

ARTICLE I: NAME & PURPOSE

Section 1. The name of this chapter shall be the THS NHS Chapter of the National Honor Society of Titusville High School.

Section 2. The purpose of this chapter shall be to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership, and to encourage the development of character in students of Titusville High School.

ARTICLE II: POWERS

Section 1. This chapter operates under the direction of and in full compliance with the National Constitution of NHS. See www.nhs.us/constitutions. In addition, this chapter will maintain active affiliation with the national organization on an annual basis.

Section 2. The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 3. Final authority on all activities and decisions of the chapter resides with the school principal.

Section 4. Nondiscrimination. Our chapter of NHS maintains policies and practices that are designed to prevent discrimination against any qualified candidate or member on the basis of race, color, religion, ancestry, national origin, gender, and disability. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.

ARTICLE III: MEMBERSHIP

Section 1. Membership in this chapter is an honor bestowed upon deserving students by the faculty and shall be based on the criteria of scholarship, service, leadership, and character.

Section 2. Membership in this chapter shall be known as active, honorary, and alumni. Active members become alumni members at graduation. Alumni and honorary members have no voice or vote in chapter affairs.

Section 3. Eligibility

- a. Candidates eligible for selection to this chapter must be members of the sophomore, junior, or senior class.
- b. To be eligible for selection to membership in this chapter, the candidate must have been enrolled for a period equivalent to one semester at Titusville High School.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative grade point average of 3.8 on a 4.0 scale. This scholastic level of achievement shall remain fixed, and shall be required minimum level of scholastic achievement for admission to candidacy.
- d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, and character.
- e. Students are required to have documented hours of community service and demonstrate leadership through previous positions that they have held formally or informally, either in school or the community.
- f. A student's discipline and behavioral history (9-11) will be a part of the review process.
- g. A student who is not selected for membership in the National Honor Society may appeal the decision of the faculty council. The student must contact the advisor in writing within five school days of notification of non-selection. The faculty council will then revisit their decision and may ask the student to appear before the council. If, after reviewing their original decision, the council still feels that the student does not meet the criteria for selection, the faculty council's decision may be appealed to the building principal within five school days. Due to timing, appeals may extend beyond the induction date.

ARTICLE IV: SELECTION OF MEMBERS

Section 1. The selection of members to this chapter shall be by a majority vote of the faculty council which consists of five faculty members appointed by the principal. The chapter adviser shall be the sixth, nonvoting, *ex officio* member of the faculty council.

Section 2. The selection of active members shall be held once a year during the second semester of the school year.

Section 3. Prior to the final selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. Students who are eligible scholastically at the end of the semester 1 (i.e., candidates) shall be notified and asked to complete and submit the THS NHS Candidate Information Form for further consideration.
- c. The faculty and administration shall be requested to evaluate candidates determined to be scholastically eligible.
- d. The faculty council shall review the candidate information forms, faculty input, and other relevant information to determine those who fully meet the selection criteria for membership.

Section 4. Candidates become members when inducted at a special ceremony held once a year in the second semester of the school year.

Section 5. Once selected and inducted, all members are expected to maintain the standards by which they were selected and maintain all obligations of membership.

Section 6. An active member of the National Honor Society who transfers from this school will be given an official letter signed by the principal or chapter advisor indicating the status of his/her membership.

Section 7. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter. The faculty council shall grant to the transferring member one semester to attain the membership requirements and, thereafter, this member must maintain those requirements for this chapter in order to retain his/her membership.

ARTICLE V: OBLIGATIONS OF MEMBERS

Section 1. Annual dues for this chapter shall be \$20. Annual dues for returning members will be due by the end of October. Dues for new inductees will be payable to the chapter within 30 days of induction.

Section 2. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be entitled to wear the emblem adopted by the National Honor Society.

Section 3. Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

Section 4. Chapter members who are seniors in good standing shall be granted the **privilege** of wearing the white stole with NHS Emblem at graduation.

ARTICLE VI: DISCIPLINE AND DISMISSAL

Section 1. Any member that falls below the standards of scholarship, leadership, character, or service may be considered for dismissal from the Titusville High School Chapter of the National Honor Society. A member of the National Honor Society is expected to maintain his or her academic standing and take an active role in service and leadership to his or her school and community.

Section 2. If a member's cumulative GPA falls below the standard in effect when he or she was selected (3.5 out of 4.0) he or she will be given a written warning and a time period for improvement. If the cumulative GPA remains below standard at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council, which may include consideration of dismissal from the chapter. If a member's GPA is below a 3.5 upon completion of senior year, the member will not graduate with NHS status.

Section 3. If a member fails to perform any of the published obligations of membership, he or she will be given a written warning and a time period for improvement. If the obligation remains unmet at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council, which may include dismissal from the chapter.

Section 4. Violation of the law or school regulations can result in dismissal of a member. These violations include, but are not limited to, DWI; stealing; destruction of property; cheating; truancy; or being knowingly in the unlawful presence of and/or possession, sale, transfer and/or use of alcohol, tobacco, or illicit drugs. Violations include incidents occurring on or off campus whether or not students are on school property, and whether or not they are at a school function.

Section 5. The NHS Faculty Council and NHS advisors are notified by administration whenever a current NHS member is found to be in violation of the school conduct code. This may result in disciplinary action by the Council which may include consideration of dismissal from the chapter.

Section 6. Chapter officers, as representatives of the chapter, can be removed from their positions as a consequence of disciplinary action taken by the faculty council.

Section 7. 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. The member and advisor will discuss the written notification in a conference. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written warning although a hearing may be held (see below).
- 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. It is important to note that the faculty council of the NHS does not have the authority to overturn or modify the decision of the administration.
- c. The Faculty Council will then vote on whether the student will receive a warning, a probationary period (of varied lengths) or will be dismissed. A majority vote of the Faculty Council will determine disciplinary action. 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. The results of the Faculty Council vote will be shared with the student, parents, and principal.
- d. 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.
- e. The faculty council's decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies.
- f. 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. This may include a probationary period during which time the member is not considered in good standing and may not report NHS membership on college applications. Other actions may include, but are not limited to, an increase in community service hours to be completed during the probationary period or removal of a member from an officer position.

Section 6. In all cases of pending dismissal:

Section 7. In lieu of dismissal, the faculty council may impose disciplinary sanctions upon a member as deemed appropriate.

ARTICLE VI: OFFICERS & EXECUTIVE COMMITTEE

Section 1. The officers of the chapter shall be president, vice president, and secretary.

Section 2. Officers and the faculty adviser 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.

Section 3. Student officers shall be elected at the last meeting of each school year. All active members in good standing with the chapter are eligible to run for a position as an officer. Any active member can nominate an eligible member as a candidate for office.

Section 4. All active members are eligible to vote. 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.

The following duties should reflect the responsibilities developed for officers in the local chapter.

Section 4. It shall be the duty of the **president** to preside at the meetings of the chapter, and serve as the official representative of the chapter at school and community functions. The president shall lead the group, initiate and plan events, organize the events, help the NHS advisor with group communication, check in with the NHS advisor weekly and plan meetings.

Section 5. The **vice president** shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service. The vice president shall work closely with the president and help them with all their responsibilities.

Section 6. The **secretary** shall take notes at meetings, record attendance at meetings and all NHS sponsored events, work closely with the NHS advisor to keep track of community service hours and be responsible for official chapter correspondence.

Section 7. All officers will be responsible for promoting NHS at THS which includes notifying members of upcoming events, creating and updating the bulletin board, responding to member questions and taking pictures of NHS at events.

Section 8. If an officer cannot fulfill the duties described above for any reason, a special election may occur or a replacement officer may be appointed.

ARTICLE VII: MEETINGS

Section 1. Regular meetings of this chapter shall be monthly. Special meetings can be called by the president with approval of the adviser.

Section 2. Day to day business will be conducted through the Remind app (or another agreed upon social networking site) and through the THS NHS webpage. Members are required to sign up for the Remind messages and check the THS NHS website for messages and postings on a regular basis.

Section 3. All members are expected to attend all chapter meetings. Attendance will be taken at all meetings and multiple unexcused absences may result in disciplinary action (probation or dismissal).

ARTICLE VIII: ACTIVITIES

Section 1. The chapter shall determine one or more service projects for each year. All members shall regularly participate in these projects. **15 hours of your total NHS service hours must be from attending NHS sponsored events or activities.**

Section 2. All members are required to perform **25 hours of community service** between the date of induction and March 15 of their senior year. As a requirement to fulfill the hours, participation in

certain events will be deemed mandatory and **15 of your total NHS service hours must come from NHS sponsored and approved events and activities**. Some NHS events will be mandatory for all members. Failure to participate in these specified events may result in disciplinary action (probation or dismissal). **The other 10 hours of your NHS service will be of the individual member's responsibility and choosing** which reflects his or her particular talents and interests and as approved by the chapter adviser. All service hours must be performed for the sole purpose of meeting the NHS community service requirement. Service hours completed for other organizations or purposes (sports teams, student council, confirmation, scouting, etc) will not be accepted for NHS credit. **Any hours that are not part of an approved NHS activity must be approved by the NHS adviser.**

Section 3. These projects shall have the following characteristics: 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. Service hours must be documented on the NHS Service Hours Form and also verified and signed by the supervising adult (who can not be a direct member of your family or close friend). All forms must be submitted with a reasonable amount of time (2 weeks from the event). Completed forms should be given directly to the advisor either in person or by email.

Section 5. The chapter shall publicize and promote its projects in a positive manner.

ARTICLE XI: RATIFICATION, APPROVAL, and REVIEW

Section 1. These bylaws will be **approved** upon receiving a two-thirds affirmative vote of all active members of the chapter, a majority affirmative vote of the faculty council, and approval by the administration.

Section 2. These bylaws must be consistent with the constitution of the National Honor Society and shall be reviewed annually and, if necessary, revised.

ARTICLE XII: AMENDMENTS

These bylaws may be amended by a 2/3 vote of the chapter, provided notice of the proposed amendment has been given to members at least one month prior to the vote. The exceptions are Articles IV, V, and X, which are developed by the faculty council with the approval of the principal.

Approved on December 8, 2021.

Signatures

Dulce Soriano, THS NHS President

Shannon Callahan, THS NHS Adviser

Jennifer Gonzalez, THS Principal