



BRHS HONOR SOCIETY CHAPTER BYLAWS



ARTICLE I – NAME

The name of this honorary organization shall be the *Société Honoraire de Français* (SHF) of the American Association of Teachers of French (AATF), Bridgewater-Raritan Chapter (3239).

ARTICLE II – PURPOSE

The aim of this organization shall be to stimulate interest in the study of French, to promote high standards of scholarship, to reward scholastic achievements, to create enthusiasm for and an understanding of francophone cultures, and to promote international friendship.

ARTICLE III – POWERS

- **Section 1:** This chapter operates under the authority of and in full compliance with the *Société Honoraire de Français* national constitution of the American Association of Teachers of French.
 - **Section 2:** The chapter advisers have the authority to supervise the administration of chapter activities, as delegated by the school principal or institution's leadership.
 - **Section 3:** Final authority on all activities and decisions of the chapter resides with the Principal/advisers.
 - **Section 4:** This chapter maintains policies and practices to ensure nondiscrimination and equal opportunity for all qualified candidates, regardless of race, color, religion, ancestry, national origin, gender, or disability.
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ARTICLE IV – MEMBERSHIP

- **Section 1:** Membership in this chapter is an honor bestowed upon students who meet the established criteria for scholarship and service.
- **Section 2:** Membership categories include:
 - a) **Active Members** – Current students who meet and maintain eligibility

requirements.

b) **Alumni Members** – Graduated members who no longer have voting rights.

- **Section 3: Eligibility Requirements:**

a) Candidates must be in the 10th, 11th or 12th grade of high school

b) Candidates must be in the second semester of French III, in French IV or in French V/AP (or the equivalent).

c) Membership shall be restricted to those students actively engaged in the study of French in a secondary school when appropriate courses are available or when outside courses become part of the student's secondary transcript, credits and grade point average.

d) Candidates must have maintained an A- weighted average or higher in French throughout their secondary school study of French, including the semester of selection and all previous work awarded secondary school credit.

e) Candidates must also have maintained a B- weighted average or higher in all other secondary school subjects prior to the semester of selection. French may not be used to calculate this average.

f) Transfer students must have spent at least one full semester in the high school before becoming eligible for invitation to membership.

g) Candidates must demonstrate character and dedication to the study of French through documented involvement in community service and French department activities (see below).

ARTICLE V – SELECTION OF MEMBERS

- **Section 1:** The selection of members to this chapter shall be conducted by the chapter advisers.
- **Section 2:** The selection process shall occur once per year.

- **Section 3: Selection Process:**

a) Eligible students will be invited to submit an application, which consists of a community service form, due at a date established by teacher advisers. Only applications submitted on time and with required signatures will be accepted.

b) The advisers will assess applications based on academic eligibility, service and commitment to the French program. Academic records will be reviewed.

c) Students will be notified of provisional acceptance in a letter distributed in French class.

d) Full acceptance will be attained only when a provisional member attends the Induction Ceremony and rehearsal and pays one-time membership dues. The dates and times of the Induction Ceremony and rehearsal are determined

by the World Language Supervisor.

ARTICLE VI – OBLIGATIONS OF MEMBERS

- **Section 1:** All active members must maintain the academic, service and activity standards required for membership.
 - **Section 2:** A \$15 membership fee will be charged to new members only; they are used to pay chapter fees and defray the costs of the Induction Ceremony. After the first year of membership, no dues will be collected.
 - **Section 3:** Members shall be entitled to claim membership in the *Société Honoraire de Français* upon maintaining good standing.
 - **Section 4:** Each member must complete 5 hours of community service per calendar year (March-February) as part of their commitment to the society (see below).
 - **Section 5:** Members must also complete one French department activity (see below). Students must obtain a signature of an SHF adviser or French teacher to verify their attendance at a French department activity. A space for this signature shall be included on the community service form.
 - **Section 6:** Failure to meet membership obligations may result in probation, suspension, or dismissal.
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ARTICLE VII – OFFICERS

- **Section 1:** The officers of this chapter shall be President, Vice President, Secretary and Treasurer.
- **Section 2: Duties of Officers:**
 - Duties of all officers:**
 - a) Attending two member meetings and at least four officer meetings.
 - b) Visiting French classes in September to promote membership.
 - c) Working at least one day during all bake sales, including leaving Block 6 twenty minutes early to set up.
 - d) Creating a departmental video used to promote the French department in the intermediate schools.
 - e) Preparing for the Induction Ceremony, attending and assisting at the rehearsal, and participating in the ceremony.
 - Specific duties:**

- a) **President:** responsible for creating and organizing events; collaborates often with advisers and suggests meeting dates; overlooks all SHF activities.
 - b) **Vice President:** responsible for coordinating the SHF tutoring program; aids the President with organization of events.
 - c) **Secretary:** responsible for contacting members through email, addressing acceptance letters and doing other administrative tasks.
 - d) **Treasurer:** responsible for financial aspects of the club such as counting dues and proceeds from fundraisers.
 - **Section 3:** Officer elections shall be held once a year at the end of the school year for positions to be held the following school year.
 - a) Advanced sign-up is required by the date and time established by the SHF teacher advisers.
 - b) Candidates must attend the election meeting in person and stay for its duration.
 - c) Candidates must deliver a one to two minute speech at the election meeting (in English or in French). In the speech, students are to outline their qualifications for the positions they are seeking and their ideas for activities of the society. No French grades or GPAs are to be discussed.
 - d) If more than twelve members sign up to run for positions, a run-off election will take place during French classes. Only members of the *Société Honoraire de Français* can vote in that election.
 - **Section 4:** All 11th grade members in good standing are eligible to run for an office to be held their senior year. However, students must be enrolled in French in their senior year to hold an office.
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ARTICLE VIII – MEETINGS

- **Section 1:** There is one organizational meeting at the beginning of every school year for both prospective and current members. There are also two meetings for newly inducted members before the Induction Ceremony to prepare for the event.
 - **Section 2:** Special meetings may be called by the advisers or by the officers with the approval of the advisers.
 - **Section 3:** All members are expected to attend meetings unless excused in advance.
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ARTICLE IX – ACTIVITIES

- **Section 1:** The chapter organizes at least four service projects/fundraisers per year.
 - **Section 2:** All members must participate in at least one French department activity per academic year. A French department activity is defined as attending activities, fundraisers, events and service field trips for the *Société Honoraire de Français* and the *Club Français*.
 - a) Projects completed for individual French teachers do not count as a departmental activity.
 - b) All activities must take place at school. Take-home projects such as baking for fundraisers or preparing field trip materials does not fulfill the service requirement (although they may count as community service hours).
 - c) Attending the Induction Ceremony shall count as a French activity only for current members.
 - d) Students must obtain a signature of an SHF adviser or French teacher to verify their attendance at a French department activity.
 - e) *Société Honoraire de Français* and *Club Français* officers, by nature of their duties, automatically fulfill their service requirements and do not need to submit a community service form.
 - **Section 3:** All members must complete 5 hours of community service per calendar year. Community service is defined as any activity that directly helps the global, national, state, local or school community. Attendance of organizational meetings of community service clubs do not meet this definition.
 - a) Students have approximately one year to complete hours; they can immediately begin accruing hours for the next year after the deadline for the current one.
 - b) Students must submit a community service form including a short explanation of the activity and a signature of the responsible party for that activity. Certificates can be submitted in lieu of signatures.
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ARTICLE X – DISCIPLINE AND DISMISSAL OF MEMBERS

- **Section 1:** Members who fall below the academic, service, or character standards may be placed on probation.
 - **Section 2:** Serious violations, including academic dishonesty or misconduct, may result in immediate dismissal.
 - **Section 3:** Members facing dismissal will receive written notice and have the right to appeal before the faculty review committee.
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ARTICLE XI – RATIFICATION, REVIEW, AND AMENDMENTS

- **Section 1:** These bylaws shall take effect upon approval by the chapter adviser and school administration.
- **Section 2:** These bylaws shall be reviewed and revised every year as needed.
- **Section 3:** Amendments may be proposed by any active member and require adviser and administrative approval. All amendments must be in accordance with the national constitution.