



National Honor Society Bylaws

In keeping with the requirements for all chapter delineated in the National Honor Society National Constitution, this chapter regularly reviews its policies and procedures to ensure that all chapter activities are in full compliance with the national guidelines for the Honor Society.

ARTICLE I: NAME AND PURPOSE

Section 1 – The name of this chapter shall be the Brock Chapter of the National Honor Society of Brock 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 Brock High School.

ARTICLE II: MEMBERSHIP

Section 1 – Membership in this chapter shall be known as active, honorary, and graduate. Active members become graduate members at graduation. Graduate and honorary members have no voice or vote in chapter affairs.

Section 2 – 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 3 – Eligibility

- a. Candidates eligible for election to this chapter must be members of the sophomore and junior classes and must be enrolled at Brock High School at least one full semester. National Honor Society is a junior and senior organization. The selection process and the Induction ceremony take place

in the spring. The Brock chapter of the National Honor Society began in the fall of 2010 and consisted of the junior and senior classes.

- b. To be eligible for selection to membership in this chapter, the candidate must have been in attendance for a period of one semester at Brock High School.
- c. Candidates eligible for selection to the chapter shall have a minimum cumulative GPA of 95. This will reflect weighted classes; however, there will be no rounding. This scholastic level of achievement shall remain fixed, and shall be the required minimum level of scholastic achievement for admission to candidacy for selection to membership.
- d. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be considered based on their service, leadership, and character.

ARTICLE III: SELECTION OF MEMBERS

Section 1 – The selection of members to this chapter shall be by a majority vote of the Faculty Council consisting of five faculty members appointed by the principal. The chapter advisers shall be the sixth and seventh, nonvoting, ex officio members of the Faculty Council.

Section 2 – Prior to selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility with a 95% cumulative average no rounding. Consideration of Honors classes will be addressed with the 10% rule.
- b. Candidates who are eligible scholastically shall be notified and asked to complete and submit the Student Activity Information Form for further consideration for selection. Candidates will also write a brief essay during a designated time during the school day before the selection is made.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser.
- d. The Faculty Council shall review the Student Activity Information Form, faculty evaluations, and community service hours in order to determine membership.

Section 3 – The selection of new active members shall be held once a year during the second semester of the school year. The selection process begins in February and ends with induction in mid-April.

Section 4 – Candidates become members when inducted at a special ceremony.

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 a letter indicating the status of his or her membership and signed by the principal or chapter adviser.

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 or her membership.

ARTICLE IV: DISCIPLINE AND DISMISSAL

Section 1 – Any member who falls below the standards of scholarship, leadership, character, or service may be considered for dismissal from the Brock 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. A member is allowed one probation period. A second probation will result in the dismissal of the Brock Chapter of National Honor Society.

Section 2 – If a member's cumulative GPA falls below the standard in effect when he or she was selected, 95, he or she will be given a written warning and a time period for improvement as per Pass/Play rules, the next progress or grading period. 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 will include consideration of dismissal from the chapter.

Section 3 – If a member fails to perform any of the published obligations of membership (community service, behavior issues, dress code violations, academic indiscretions, etc.), 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 the dismissal of a member. These violations include, but are not limited to DWI; stealing; destruction of property; cheating; truancy; or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities.

Section 5 – Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absence, cheating, plagiarism, excessive tardiness, dress code violations etc.) will receive written warning notification. A conference may be requested by either party (Faculty Council, student, or parent). If the member is involved in another violation of the school conduct code, the member will be considered for dismissal.

Section 6 – In all cases of pending dismissal:

- a. The member will receive written notification indicating the reason for possible dismissal from the adviser or Faculty Council. The member and adviser 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 must be held (see below).
- b. The member will be given the opportunity to respond to the charge against him or her at a hearing before the Faculty Council prior to the vote on dismissal. The Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member.

- c. The results of the Faculty Council vote will be reviewed by the principal and then, if confirmed, expressed in a letter sent to the student and parents. Dismissed members must surrender any membership emblems to the adviser.
- d. The Faculty Council's decision may be appealed to the building principal and afterwards through the school district discipline policy.
- e. When a student is dismissed or resigns, he or she is no longer a member and may not be reconsidered for membership in the National Honor Society. (All discipline is at the discretion of the Faculty Council.)

ARTICLE V: OFFICERS

Section 1 – The officers of the chapter shall be president, vice-president, secretary, treasurer, and parliamentarian.

Section 2 – The officers of the chapter, and the method of their election shall be determined by the members of the chapter, approved by the Faculty Council and the principal, and described in the chapter bylaws. The Brock chapter of the National Honor Society will elect officers in early March/April at the first planned regular meeting by ballot if needed. All returning active members are eligible to run for a position as an officer. All active members of the chapter are eligible to vote. In February Juniors will consider officer positions of interest; and submit an application and a letter of intent within a time frame which will be presented to the Faculty Council. The Faculty Council will establish the ballot and then present the ballot to the chapter for the election of the officers.

Section 3 – 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. (NOTE: Plurality can be used to determine the outcome of elections as an alternative to a majority vote.)

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

Section 4 – It shall be the duty of the president to preside at the meetings for this chapter.

Section 5 – The vice president shall preside in the absence of the president and shall also keep a record of the members' contributions to leadership and service.

Section 6 – The secretary shall keep the minutes of meetings, type the agenda for the meetings, make agendas for the regular meetings of the Brock Chapter, and be responsible for all official chapter correspondence.

Section 7 – The treasurer shall keep the record of attendance of members for chapter meetings, chapter expenses, dues, and all other financial transactions of the chapter.

Section 8 – Should a vacancy for President arise, the Vice President will assume the position. Secretary and/or Treasurer will assume responsibilities of the Vice President.

Section 9- The Parliamentarian will assist with the conduct of the meetings according to the Robert's Rules of Order.

Section 10- The following positions are non-elected and help to delegate leadership and duties among chapter members. The Historian is a non-elected position. The Historian documents chapter activities which will include a power point for future reference and documentation. Committee heads are non-elected positions and guide the members of their committee. Committees consist of Tutoring, Marketing, Service, and Announcements

ARTICLE VI: EXECUTIVE COMMITTEE

Section 1 – The executive committee shall consist of the faculty adviser and the chapter officers.

Section 2 – The executive committee shall 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.

ARTICLE VII: MEETINGS

Section 1 – Meetings of this chapter shall be monthly on the first Thursday of the month at 7:00 AM and/or any other time when a meeting is needed.

Section 2 – This chapter shall conduct its meetings according to Robert's Rules of Order carried out by the Parliamentarian.

Section 3 – All chapter members are expected to attend all regularly scheduled chapter meetings. If a chapter member is absent due to a school related activity or an excused school absence, the responsibility of the member is to go to the chapter adviser to get the agenda and information from the meeting.

ARTICLE VIII: ACTIVITIES

Section 1 – The chapter shall determine one or more service projects a year. (Est. 2011 Benevolent Fund, Est. 2011 Adopt-A-Highway, 2012 Diabetes/Kidney Foundation, Dec 2012 Niki Covers a Cold, Blood Drive, Adopt A Highway)

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

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 – Each member shall have the responsibility for choosing and participating in an individual service project that reflects his or her particular talents and interests and as approved by the chapter adviser. This is in addition to the chapter projects to which all members contribute.

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

ARTICLE IX: EMBLEM

Section 1 – Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall have the privilege of wearing the emblem adopted by the National Honor Society.

Section 2 – Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

Section 3 – Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor collar at the local level at graduation.

ARTICLE X: DUES

Section 1 – Annual dues for this chapter shall be \$20.

Section 2 – Dues will be payable to the chapter adviser within 30 days of induction.

ARTICLE XI: POWERS

Section 1 – The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 2 – The principal shall reserve the right to approve all activities and decisions of the chapter.

Section 3 – These bylaws are designed to amplify provisions of the national constitution and cannot contradict any components thereof. The chapter is obligated to adhere to the provisions of the national constitution in all activities it undertakes.

ARTICLE XII: AMENDMENTS

Section 1 – These bylaws may be amended by a two-thirds 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 III and IV (selection and discipline), which are developed by the Faculty Council with approval of the principal.

Section 2 – Bylaws and amendments must be consistent with the constitution of the National Honor Society.

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Updated: September 1, 2020
Updated: September 1, 2021