

BYLAWS OF THE RESERVOIR CHAPTER NATIONAL HONOR SOCIETY

ARTICLE I: NAME AND PURPOSE

Section 1—The name of this chapter shall be the Reservoir Chapter of the National Honor Society of Secondary Schools.

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 Reservoir High School.

ARTICLE II: MEMBERSHIP

Section 1—Membership in this chapter shall be known as active and graduate. Active members become graduate members upon graduation. Graduate 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 selection to this chapter must be members of the junior or senior class.
- 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 Reservoir High School.
- c. Candidates eligible for selection to the chapter shall have a minimum weighted cumulative GPA of 3.40. This scholastic level of achievement shall remain fixed and shall be the required minimum level of scholastic achievement for admission to candidacy.
- 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 adviser shall be the sixth, nonvoting, member of the Faculty Council.

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

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. Students who are eligible scholastically ("candidates") shall be notified and asked to complete and submit the Student Activity Information Form, an essay, and supporting materials to document service activities.
- c. The faculty shall be requested to provide character documentation that could impact the selection process.
- d. The school administration will be asked to indicate if there is disciplinary record information that could impact the selection process.
- e. The Faculty Council shall review all information provided in order to determine membership. Membership is determined by a majority vote of the Faculty Council. Results will be reported to the principal and thereafter a letter reporting the selection results will be sent to the candidate.

f. The decision of the Faculty Council may be appealed. The student must submit a letter to the Faculty Adviser within 14 days of the date of the notification letter. This letter must provide information supporting the requested appeal. All information will be carefully reviewed by the Faculty Council, and a letter reporting the results of the appeal will be sent to the candidate. If a further appeal is desired, the student must submit a written request to the Principal within 14 days of the date of the letter reporting the result of the appeal.

Section 3—The selection of new active members shall be held once a year during the first semester of the school year.

Section 4—Candidates become members when a signed member agreement is received and they are inducted in a special ceremony.

Section 5—Once a candidate is selected and the agreement is signed, 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 signed by the principal or chapter adviser upon request.

Section 7—An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter upon the adviser's receipt of the letter from the member's former school. 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 – Membership in Reservoir High School's chapter of the National Honor Society is a privilege, not a right, and students who join the chapter are by that action accepting the responsibilities of maintaining their membership in good standing.

Section 2—Any member who falls below the standards of scholarship, leadership, character, or service may be considered for dismissal from the Reservoir 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 3 —If a member's GPA falls below 3.40 on a 4.0 scale, he or she will be given a written warning and one quarter for improvement. If the cumulative GPA remains below standard at the end of the quarter, the student will be subject to further disciplinary action by the Faculty Council, which may include dismissal from the chapter.

Section 4 —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 5—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

possession, selling, or being under the influence of drugs or alcohol at school or school-related activities.

Section 6 – Students who cheat, lie, act dishonestly, plagiarize, fail to comply with the chapter’s membership requirements and/or deadlines, violate Reservoir High School’s Academic Honor Code, or break the law outside of school are subject to disciplinary action by the Faculty Council.

Section 7—A student who appears to no longer meet the standards of Reservoir High School’s chapter of the National Honor Society will receive at least one week’s written notice of a hearing before the Faculty Council to determine the appropriate action to be taken, including but not limited to dismissal from the honor society. The Faculty Council may obtain information concerning a student’s failure to comply with chapter standards through a variety of sources, including but not limited to disciplinary referrals filed by members of Reservoir High School’s faculty and/or administration.

Section 8—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. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written warning although a hearing must still be held (see Article IV Section 9).
- 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. Neither the student, either one of his or her parents, legal guardians, nor any legal representative of the student is entitled to be present during the Faculty council’s deliberations after the hearing is concluded.
- d. 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, parents, and principal. Dismissed members must surrender any membership emblems to the adviser.
- e. The Faculty Council’s decision may be appealed to the building principal within 14 days and afterwards through the Howard County Public School System’s published procedures for resolving school concerns and complaints.
- f. 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.

Section 9 – The Faculty council will determine what sanction(s), if any, are appropriate in light of all the information before it. The Faculty Council may, if that council deems it appropriate, allow the student to perform restitution and return to having membership in good standing. The Faculty Council may also deprive the student of some of the benefits of membership in good standing. In all such cases, if the student does not comply with the Faculty Council’s decisions in all respects, the Faculty Council will meet to review the situation and determine final consequences. The Faculty Council may determine that the student’s actions are such that the student cannot remain in the honor society. Such a final determination will only be reached through a majority vote of the Faculty Council. In all cases, discussions and voting by the Faculty Council will remain confidential.

ARTICLE V: OFFICERS

Section 1—The officers of the chapter shall be president, vice president, secretary, treasurer, and parliamentarian. Officers shall be active members of the NHS who are seniors and in good standing.

Juniors wishing to run for elected office for the following year shall submit a nomination form to the adviser at a designated time.

Section 2—Student officers shall be elected at a designated meeting during the school year. All returning active members are eligible to run for a position as an officer. All active members of the chapter are eligible to vote.

Section 3—A plurality vote shall be necessary to elect any officer of this chapter. If the first vote does not yield a plurality, a second vote shall be taken of the two candidates receiving the highest number of votes. Voting will be by ballot unless there are no contested races, in which case officers may be elected by acclamation.

The following duties reflect the responsibilities developed for officers in the Reservoir chapter:

Section 4—It shall be the duty of the president to preside at the meetings for this chapter, to prepare agendas for meetings, and to meet regularly with the adviser to coordinate chapter needs.

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 is responsible for the quarterly review of committees.

Section 6—The secretary shall keep the minutes of meetings and be responsible for all official chapter correspondence.

Section 7—The treasurer shall keep the record of chapter expenses, dues, and all other financial transactions of the chapter.

Section 8—The parliamentarian shall assist the Society's adviser in training the officers and committee chairs on parliamentary procedure, as well as supervising elections.

Section 9—Officers of the National Honor Society are subject to disciplinary procedures for failure to fulfill the duties of their office. Any person elected may be removed from office by a two-thirds majority of votes cast by the members of the chapter, but only after the grounds for the action have been presented to the person in writing and the person has had an opportunity for a hearing before the faculty council prior to the members voting.

Section 10—In the event of a vacancy in an elected position, the executive board shall have the authority to appoint a temporary replacement, if necessary, until an election can be held to fill the position.

ARTICLE VI: EXECUTIVE BOARD

Section 1—The executive board shall consist of the faculty adviser and the chapter officers.

Section 2—The executive board shall have general charge of the meetings and the business of the chapter, but any action by the executive board is subject to the review of the chapter members.

Section 3—The executive board shall have the responsibility to ensure that chapter activities are organized and carried out according to school guidelines.

ARTICLE VII: MEETINGS

Section 1—Meetings of this chapter shall occur at least monthly during the school year on days agreed upon by the adviser and president.

Section 2—This chapter shall conduct its meetings according to *Robert's Rules of Order*.

Section 3—All chapter members are expected to attend all regularly scheduled chapter meetings, unless a written or electronic note of excuse is received by the adviser or President prior to the meeting.

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.

Section 2—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 3—Each member shall have the responsibility for choosing and participating in service projects approved by the chapter adviser throughout the school year.

Section 4—In order to retain active, in-good-standing status, each member shall complete a minimum of 16 service hours in each semester. These hours can come from either chapter or individual service projects as stated in Article VIII Section 1 and 3. Up to 8 hours may be earned over the summer to be applied to the first semester and up to 8 hours may be carried over from the first semester to the second. At least 5 hours per semester should come through in school service projects such as the Gator Grade Boost or SAT Study Groups to Success programs.

Section 5—Students must keep a record of service activities and have an adult in charge verify, with a signature and phone number, that they performed the service. Verifications are to be given to the adviser each semester.

ARTICLE IX: EMBLEMS

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 pin adopted by the National Honor Society.

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

Section 3—Chapter members who are seniors in good standing shall be granted the privilege of wearing the white NHS stole of honor at the graduation ceremony. The Faculty Council may vote to withhold this privilege for any member who is on probation for failing to meet the chapter requirements and standards for attendance, scholarship, service, leadership, and character.

ARTICLE X: DUES

Section 1—Annual dues for this chapter shall be twenty-five dollars.

Section 2—Dues will be payable to the chapter treasurer within 30 days of receiving a signed member agreement.

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 amplify provisions of the national constitution and do not 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 prior to the vote. The exceptions are Articles III and IV (selection and discipline), which are developed by the Faculty Council with the approval of the principal.

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

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Principal