

**Frankfort Chapter
Of The
NATIONAL HONOR SOCIETY**

BY-LAWS

Revised May 2006

All changes passed with 2/3's vote from General Membership

ARTICLE I

Name and Purpose

Section 1. The name of this organization shall be the Frankfort Chapter of the National Honor Society (NHS).

Section 2. The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of Frankfort High School.

ARTICLE II

Relationship to the National Council

The Frankfort Chapter is under the sponsorship and supervision of the National Council, which in turn is governed by the National Association of Secondary School Principals (NASSP). 1904 Association Drive, Reston, VA 22091.

ARTICLE III

The Principal

Section 1. The principal shall reserve the right to approve all activities and decisions of the chapter.

Section 2. The principal shall annually appoint a chapter advisor who may serve consecutive terms.

Section 3. The principal shall be part of the local school district appeal process for non-selection or dismissal cases when the need arises.

ARTICLE IV

The Chapter Advisor

Section 1. The chapter advisor shall be responsible for the direct, day-to-day-supervision of the chapter and act as liaison between faculty, administration, students and community.

Section 2. The chapter advisor shall maintain accurate files on membership, chapter history, activities, and financial transactions. The chapter advisor shall send the annual activity report to the national office.

Section 3. The chapter advisor shall regularly review each member for compliance with Society standards and obligations.

Section 4. The chapter advisor shall help the chapter officers understand and carry out their duties.

ARTICLE V

Faculty Council

Section 1. The faculty council shall consist of a minimum of five voting faculty members appointed annually by the principal.

Section 2. a. The term of the faculty council shall be one year. Members may be appointed to consecutive terms.

b. The faculty council shall have representation from both genders.

Section 3. The chapter advisor shall be an ex-officio, non-voting member of the faculty council.

Section 4. The faculty council shall meet once per semester. Additional meetings may be called at the advisor's discretion.

Section 5. The faculty council's primary responsibilities include member selection, warning and dismissal cases and advisor support.

ARTICLE VI

Membership

Section 1. Membership in this chapter is an honor bestowed upon a student. Selection for membership is by the faculty council based upon advice from the entire high school staff and is based on outstanding scholarship, character, leadership, and service. Once students have applied, they have the responsibility to continue to demonstrate these qualities according to chapter guidelines.

1a.) Once membership is granted, it is a privilege, not a right; therefore membership may be taken away if any of the following circumstances occur:

- Conviction of criminal offense
- Anyone caught in possession/use of alcohol, drugs, or tobacco.
- Any action that is considered unbecoming a member of NHS as decided on by the Faculty Council
- If any member's cumulative G.P.A. shall drop below the minimum G.P.A. of 3.3, then he/she will have one semester of probation to raise his/her G.P.A. back to the minimum.
- Any member caught cheating on a quiz, test, or exam shall be given a dismissal hearing within 48 hours to discuss removal.
- Any student caught cheating on homework shall be suspended for at least the remainder of the semester for the first offense and put on probation. A second offense will result in a dismissal hearing for removal.
- Any member who totals six tardies, cumulative across classes per semester warrants a letter of probation. Four tardies will warrant a letter of warning. A tardy given during this probation, will result in a dismissal hearing.

Section 2. Membership shall be known as active and graduate. Active members shall become graduate members at graduation. Graduate members shall have no voice or vote in chapter affairs.

Section 3. The faculty council and general membership shall reserve the right to award honorary membership to school officials, principals, teachers, NHS advisors, or adults in recognition of outstanding service rendered to the school in keeping with the purpose of the National Honor Society.

Section 4. Candidates become members when inducted at a special ceremony.
Amendment 1. Candidates unable to attend the induction ceremony may become members of the Chapter at the discretion of the NHS advisor.

Section 5. Members who are seniors in good standing are eligible to be nominated by the advisor and faculty council to compete in the National Honor Society Scholarship Program.

Section 6. Members who resign or are dismissed are never again eligible for membership or its benefits. They may not use NHS affiliation on resumes or applications and must surrender the NHS pin, membership card, and certificate.

ARTICLE VII

Selection of Members

Section 1. To be eligible for membership the candidate must be a member of the sophomore (2nd semester), junior or senior class. Candidates must have been in attendance at the school the equivalent of one semester before becoming eligible. Some candidates may be ineligible for induction because of the semester ruling.

Section 2. Candidates must have a cumulative scholastic average of 3.30 (on a 4.0 scale). Candidates shall then be evaluated on the basis of service, leadership, character, and quality of the application submitted.

Section 3. The selection of each member to the chapter shall be by a majority vote of the faculty council.

Section 4. A description of the selection procedure shall be published in the chapter handbook and available to students and parents of Frankfort High School. The selection procedure shall be determined by the faculty council in cooperation with the advisor and shall be consistent with the rules and regulations of the National Honor Society.

4a.) An application must be filled out, with a copy being sent to the faculty members who will rate all prospective members on a scale of 1-4 for character, service, and leadership. (1-poor, 2-average, 3-above average, 4-excellent). Any students with a cumulative average of 3.0 or better may be admitted.

Section 5. The National Council and the NASSP shall not review the judgement of the faculty council regarding selection of individual members to local chapters.

ARTICLE VIII

Dismissal

Section 1. The procedure for dismissal shall be determined by the faculty council in compliance with the rules and regulations of the National Honor Society. A written description of the dismissal procedure will be available in the chapter handbook.

Section 2. Members who fall below the standards which were the basis for their selection shall be promptly warned in writing by the chapter advisor and given a designated period of time in which to correct the deficiency. In the case of flagrant violation of school rules or civil laws, a member does not have to be warned before a dismissal hearing.

Section 3. In all cases of impending dismissal, a member shall have a right to a hearing before the faculty council.

Section 4. A member who has been dismissed may appeal the decision of the faculty council to the high school principal in accordance with the guidelines of the NASSP.

Section 5. The National Council and the NASSP shall hear no appeals in dismissal cases.

ARTICLE IX

Chapter Officers

Section 1. The officers of this chapter shall be: president, vice president, secretary, treasurer, and historian.

Section 2. The *president* shall assist the advisor in planning the agendas, chair general membership and Executive Council meetings, be in attendance at all Executive Council and general membership meetings, oversee all standing committees, be the official representative of the chapter at all chapter events and projects and any other school function and perform all other duties designated by the advisor.

Section 3. The *Vice President* shall: serve in the absence of or at the request of the president, oversee all service project chairpersons and of the official services

undertaken by the chapter, prepare regular reports for the president, advisor, and membership concerning service, be in attendance at all Executive Council and general membership meetings, and perform all other duties designated by the advisor.

Section 4. The *secretary* shall: take minutes at all general, executive, and special meetings, prepare minutes to be read at each meeting with copies for the NHS files, attend to any correspondence for the Chapter, be in attendance at all Executive Council and general membership meetings, and perform all other duties designated by the advisor.

Section 5. The *treasurer* shall: diligently and accurately handle all bookkeeping and bill-paying for the chapter, work closely with the vice president concerning all fundraising undertaken by the chapter, prepare current reports for presentation to the membership and advisor, be in attendance at all Executive Council and general membership meetings, and perform all other duties designated by the advisor.

Section 6. The *historian* shall: keep a current record of the chapter's activities through scrapbooks, displays, and photographs, seek opportunities to promote the local chapter in the school, community, and state, report to the secretary and advisor, be in attendance at all Executive Council and general membership meetings and perform all other duties designated by the advisor.

Section 7. Candidates for chapter offices must follow election procedures outlined in the chapter handbook.

Section 8. A majority of the votes cast shall be necessary to elect any chapter officer. A student may serve consecutive terms in an office but must follow all nomination and election procedures each year and be re-elected by a majority vote.

Section 9. Elections shall be held in late spring. New officers are to be installed at the induction ceremony so that they may be active for the final meeting of the school year.

Article X

Executive Council

Section 1. The Executive Council shall consist of the officers of the Chapter and the chapter advisor.

Section 2. The Executive Council shall have general supervision of the affairs of the Chapter between its business meetings, and make recommendations to the Chapter at its general membership meeting. All actions and recommendations of the Executive Council shall be reported to the chapter membership.

Section 3. The Executive Council shall have the responsibility for ensuring that chapter activities and procedures follow school policy and regulations.

Section 4. The Executive Council shall have regular meetings scheduled at the convenience of the committee members. Written minutes of these meetings shall be kept on file by the secretary and available on the school's local server.

Article XI

Meetings

Section 1. The Chapter shall have regular meetings throughout the school year on days designated by the Executive Council in accordance with school policy and regulations.

Section 2. Special meetings may be called by the chapter president or advisor.

Section 3. A quorum for all meetings shall be 70% of the general membership.

Section 4. Attendance Policy for Meetings:

1.) Three unexcused absences from meetings or service projects in a semester will result in probation. Any further unexcused absences during that probation will result in a dismissal hearing.

2.) Excused absences may be given by the advisor. Examples are as follows: school related, college related, death, sickness, and prior commitments.

2 a.) Excused absences over three shall be reviewed by the advisor and officers.

2.b.) Amendment 2. Prior commitments may be excused at the discretion of the advisor prior to the activity or meeting.

3.) Tardies: If a member is tardy for a meeting or service project two times, it will be counted as an unexcused absence.

Article XII

Participation of Members

Section 1. Members are required to be active participants in chapter projects relating to the four ideals of the National Honor Society: scholarship, leadership, character and service.

Section 2. Service projects shall constitute the primary focus of this chapter. The Executive Council shall be responsible for selecting and planning major service projects for each academic year. Any member may suggest service projects which will then be researched and evaluated by the Executive Council.

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 and organized.

Section 4. In addition, each member shall have the ongoing responsibility of participation in outside service projects that reflect his or her unique talents and interests. These should be a continuation of the service activities reported on the member's original NHS application.

Section 5. Members are required to complete a minimum of 20 hours of service beyond those performed in monthly group service projects. A student with ten or fewer service hours per semester shall be placed on probation for the following semester.

5a.) Seniors must have all hours completed by the Induction Ceremony or they will not be allowed to wear the NHS stoles and cords at graduation.

ARTICLE XIII

OFFICIAL INSIGNIA

Section 1. This chapter shall have an official emblem selected by the National Council of the National Honor Society.

Section 2. Each active, graduate, or honorary member shall be entitled to wear this emblem.

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

Section 4. The motto of the National Honor Society shall be “Noblesse Oblige,” the French phrase meaning “Nobility obligates.”

Section 5. The official colors of the National Honor Society shall be blue and gold.

ARTICLE XIV

BY-LAWS AND AMENDMENTS

Section 1. The By-laws are intended to clarify operating procedures for the chapter and to amplify sections of the National Constitution. By-laws do not need the approval of the National Council but must be consistent with the National Constitution

Section 2. The Chapter By-laws may be amended by a two-thirds vote of the chapter membership. The amendment meeting shall be announced at least one week in advance and only members in attendance shall vote.