

CHAPTER BYLAWS
Of the
DAVID PROUTY CHAPTER
Of the
NATIONAL HONOR SOCIETY
DAVID PROUTY HIGH SCHOOL, SPENCER, MASSACHUSETTS

ARTICLE I: NAME

The name of this chapter shall be the David Prouty Chapter of the National Honor Society of Secondary Schools, which appears on the charter granted by the National Council of the National Honor Society, duly signed by the members of the National Council.

ARTICLE II: PURPOSE

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 David Prouty High School. The Society also seeks to recognize those students in grades 11 and 12 who have demonstrated the above qualities to a significant degree.

ARTICLE III: 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: This chapter will remain an active member of the state association, the Massachusetts Secondary School Administrators' Association, by paying annual dues and participating in state functions when possible.

Section 3: The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 4: Final authority on all activities and decisions of the chapter resides with the school principal.

Section 5: Nondiscrimination. Our chapter of the NHS maintains policies and practices that are designed to prevent discrimination against any qualified candidate or member on the basis of race, color, national origin, sex, disability, religion, sexual orientation or homelessness. This

policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.

ARTICLE IV: 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. Active members are junior and senior members who have been duly inducted and who remain in good standing. These members shall retain the right to vote within the society.

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 enrolled for a period equivalent to one semester at David Prouty High School.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative unweighted grade point average of 88.00 on a 100 point scale. This scholastic level of achievement shall remain fixed and shall always be for this chapter, the minimum scholastic achievement for admission to candidacy for membership. Conversely, no member shall be allowed to remain in the chapter if the cumulative unweighted grade point average falls below the 88.00 standard.
- d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their SERVICE, LEADERSHIP, and CHARACTER.

ARTICLE V: SELECTION OF MEMBERS

Section 1: The selection of members to this chapter of the society 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. All students who are eligible scholastically (i.e., candidates) shall be notified and asked to complete and submit the student activity information form for further consideration.

- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the faculty character evaluation form provided by the chapter adviser.
- d. The names of students eligible for membership in the chapter shall be proposed by the chapter adviser and shall be based on cumulative unweighted grade point averages. The adviser shall supply the faculty council members with all known pertinent information on each candidate regarding cumulative averages, school and community activities, honors achieved, part time and summer jobs held and community service credited.
- e. The faculty council shall review the student activity information forms, the faculty character evaluation forms, and other relevant information to determine those who fully meet the selection criteria for membership.

Section 4: Candidates become members when inducted at the Induction Ceremony.

Section 5: An active member of the National Honor Society who transfers from this school will be given an official letter indicating the status of his/her membership.

Section 6: 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 VI: OBLIGATIONS OF MEMBERS & EMBLEM

Section 1: Annual dues for this chapter shall be \$20. Dues will be payable to the chapter the September after induction (seniors only).

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 of Secondary Schools.

Section 3: Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter. (See ARTICLE X, Section 6c.)

Section 4: Each member agrees that, whether the emblem comes to him/her as a gift, a personal purchase, an award, or from whatever source, the title to the emblem shall rest with the chapter of which he/she is a member; and, therefore, the emblem can, on motion of the faculty council, be commandeered. Furthermore, each member agrees that his/her acceptance of the emblem shall be considered affirmation of this stipulation in regard to the title of the emblem.

Section 5: Chapter members who are seniors in good standing shall be granted the **privilege** of wearing the honor stole at graduation.

Section 6: All insignia must be secured from the national secretary of the National Honor Society, National Association of Secondary School Principals, 1904 Association Drive, Reston, Virginia 20191-1537

ARTICLE VII: OFFICERS

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

Section 2: Student officers shall be elected at the last meeting of each school year. All 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 3: 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.

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.

Section 5: The vice president shall preside in the absence of the president.

Section 6: The secretary shall keep the minutes and attendance records for meetings and be responsible for all official correspondence.

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

Section 8: 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.

ARTICLE VIII: MEETINGS

Section 1: Regular meetings of this chapter shall generally be held monthly during the school year on days designated by the executive committee.

Section 2: It shall be the duty of the president to preside at the meetings of this chapter and to assume all responsibilities for the activities of the chapter, under the direction of the adviser.

Section 3: The vice president shall fill the chair of the president in his/her absence.

Section 4: Special meetings, may be called by the president or the adviser.

Section 5: All meetings shall be open meetings and shall be held under the sponsorship of the adviser.

Section 6: Members are expected to attend all chapter meetings.

ARTICLE IX: ACTIVITIES

Section 1: All members should regularly participate in activities.

Section 2: These activities 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: The chapter shall publicize and promote its activities in a positive manner.

ARTICLE X: DISCIPLINE and DISMISSAL of MEMBERS

Section 1: Any member who falls below the standards of scholarship, service, leadership, or character may be considered for discipline or dismissal from the David Prouty chapter of the National Honor Society. A member of the National Honor Society is expected to maintain his/her academic standing and take an active role in service and leadership to his/her school and community.

Section 2: If a member's cumulative unweighted grade point average falls below the standard in effect when he/she was selected (see Article IV, Section 3c), he/she will be given a written warning and one semester for improvement. If the cumulative unweighted grade point average remains below standard at the end of the next semester, the member will be subject to further disciplinary action by the faculty council that includes consideration of dismissal from the chapter. A member is allowed only one warning period, after which dismissal from membership is recommended. Once a member is dismissed, he/she is never eligible for membership in the National Honor Society again.

Section 3: Violations of the law or school regulations can result in immediate consideration of 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 or in the community.

Section 4: Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absences, excessive tardiness, etc.) will receive written warning notification. A conference may be requested by either party (faculty council or student/parent). If the member is involved in another violation of the school conduct code, the member may be considered for dismissal.

Section 5: 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 6: 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.
- 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. 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.

- c. 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 and membership certificate to the adviser or the principal. Notice of dismissal must be kept on file in the chapter records.
- d. The faculty council's decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies. The National Council and the NASSP shall hear no appeals in dismissal cases.
- e. 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.

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 shall be reviewed and if necessary, revised within five years from the date of approval noted on this document.

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 V and X, which are developed by the faculty council with the approval of the principal (selection and discipline).

Approved on May 13, 2016