

Constitution and By-Laws of the Winston Churchill Chapter of the National Honor Society

Article I Name and Purpose

Section 1. The name of this chapter, which appears on the charter granted by the National Council of the National Honor Society duly signed by the National Secretary, shall be the Winston Churchill 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 Winston Churchill High School.

Article II 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. Candidates eligible for selection to this chapter shall be members of the junior or senior class. Candidates eligible for selection to the chapter shall have a minimum scholastic average of 90 percent, or its equivalent. This scholastic level of achievement shall remain fixed and shall be the required minimum scholastic achievement for admission to candidacy for selection to membership. All students who can rise in scholarship to or above such standard may be admitted to candidacy for selection to membership. Their eligibility shall then be considered based on their service, leadership, and character; therefore, candidates who have been referred for disciplinary action and sent to an alternative campus setting will not be eligible for membership within that school year.

Section 3. Members shall be members of the junior or senior class. Candidates selected for membership shall be inducted at a formal ceremony after the selection process has been completed.

Section 4. Membership status:

- a. A member in good standing shall be a member who has satisfied and who continues to meet all requirements of the society.
 - i. A member in good standing shall maintain at least the minimum scholastic average of 90 percent, or its equivalent, in effect when he/she was selected.
 - ii. A member's conduct shall be exemplary both on and off the school campus.
 - iii. Members shall attend all meetings. If attendance is not possible, a written explanation of non-attendance must be given to the chapter adviser before the

meeting time or it will be recorded as an “unexcused” absence.

- iv. All members shall perform a minimum of ten (10) individual service hours each semester and provide documentation of service. Five (5) hours should be completed each academic nine-week period.
 - v. All members shall participate in one (1) NHS membership outreach projects during the year.
- b. A member on probation shall be a member who has not satisfied all the requirements of the society. With the exception of unexcused absences, a member on probation who has satisfied all of his/her requirements for one nine-weeks period following the receipt of the probation letter/email will be taken off probation and the good-standing status shall be reinstated. However, if a member fails to meet all requirements for membership in the society during the probationary period, he/she may be dismissed from the society pending decision from the faculty council.
- i. If a member’s cumulative grade point average falls below the standard in effect when he/she was selected, he/she shall be given written warning and a time period for improvement. If the cumulative grade point average remains below the standard at the end of the warning period, the student may be dismissed from the chapter.
 - ii. A member who has accumulated a second unexcused absence from a meeting shall receive written notification and be placed in the disciplinary process leading to the member’s dismissal from the society.
 - iii. Members who have failed to perform or document their service hours or have not met their Outreach requirements in a timely manner shall receive written notification of probationary status and a time period for improvement. If the student has not performed or submitted documentation of required service hours at the end of the warning period, the member may be dismissed from the society.
 - iv. A member shall be dismissed if she/he is referred for disciplinary action to an alternative campus setting within the school year

Article III
Selection of Members

Section 1. The final 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, non-voting, ex-officio member of the Faculty Council.

Section 2. Prior to the final selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. Students' disciplinary records shall be reviewed to determine eligibility. A member shall be dismissed if she/he is referred for disciplinary action to an alternative campus setting within the school year
- c. Students who are eligible scholastically shall be notified and asked to complete the Student Activity Information Form for further consideration for selection.
- d. The faculty shall be requested to comment on candidates determined to be scholastically eligible.
- e. The Faculty Council shall review the Student Activity Information Form, along with the faculty comments.

Section 3. The selection of active members shall be held once a year during the first semester of the school year. (Alternative or additional selection periods may be added if a special need or circumstance arises.) Students must be enrolled at Churchill High School for a minimum of six months prior to invitation for selection. The only exceptions would be in the cases of military families moving in to the Churchill attendance zone.

Section 4. An active member of the National Honor Society who transfers from this school shall be given a letter indicating the status of his/her membership and signed by the principal or chapter adviser.

Section 5. An active member of the National Honor Society who transfers to this school shall be automatically accepted for membership in this chapter with signed documentation verifying their membership. Within *one semester*, this transfer member shall attain, and thereafter maintain, the membership requirements for this chapter in order to retain his/her membership.

Article IV Dismissal

Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from the Winston Churchill chapter of the National Honor Society. A member of the National Honor Society is expected to maintain an active role in service and leadership to his/her school and community.

Section 2. Any member whose cumulative grade point average falls below the standard in effect when he/she was selected and remains below the standard at the end of the warning period, any member who has accumulated a second unexcused absence from meetings during the remaining school year, and/or any member who has failed to perform and/or document the required service hours at the end of the warning period, may be dismissed from the Winston Churchill Chapter of the National Honor Society.

Section 3. Violation of criminal law or school regulations can result in dismissal of a member (see the NEISD Student Handbook).

Section 4. Offenders of the school conduct code will receive written warning notification. A conference may be requested by any one of the following parties: the Faculty Council, Student or Parent. If the member is involved in another violation of the student conduct code, the member may be dismissed.

Section 5. In the case of pending dismissal:

- a. The member will receive written notification of the reason for possible dismissal from the Adviser/Faculty Council. The member and adviser will discuss the written notification in a conference.
- b. The member will be offered a hearing with the Faculty Council prior to dismissal (in accordance with due process identified in the National Constitution). The member has the opportunity to present his/her defense. The Faculty Council will then vote on whether or not to dismiss.
- c. A letter of dismissal will be sent to the Principal, Student and Parents, if the student is dismissed. Dismissed members must surrender any membership emblems to the Chapter Adviser.
- d. The member may appeal the Faculty Council's decision to the Principal.
- e. When a student is dismissed or resigns, he/she is no longer a member and may never again be considered for membership in the National Honor Society.

Section 6. In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

Article V
Officers

Section 1. The officers of this chapter shall consist of a board of directors elected from self-nominated juniors prior to matriculating to their senior year. The board of directors will total seven directors.

Section 2. Once installed, the officers will vote for a chairperson. The chairperson's responsibilities will consist of organizing and leading the board in its activities.

Section 3. The primary duties of the officers shall be as follows:

- a. Identify, schedule, and coordinate NHS Outreach projects.
- b. Identify, schedule, and coordinate member learning and development opportunities.
- c. Organize and lead the chapter induction ceremony.

- d. Support the chapter advisor as needed in performing chapter administrative tasks.
- e. Attend all general membership meetings and all board meetings.

Section 4. Any officer who fails to perform the duties described in these by-laws shall be removed from office by the Faculty Council at the recommendation of the Chapter adviser. At the discretion of the Chapter adviser, a member in good standing may be appointed to fill the vacated position.

Section 5. Officers shall be self-nominated juniors who have consistently met the requirements for good-standing membership since induction into the Chapter. Nominees shall be elected by the general membership.

Section 6. Officer elections shall take place during the Spring Semester.

Section 7. New officers shall take office immediately following the officer elections. Outgoing officers shall maintain their offices until April 1 or an effective transition has been made to the incoming officer, whichever comes first.

Article VI Meetings

Section 1. Chapter meetings shall occur at least three (3) times per semester. The board or adviser may schedule other meetings as the need arises.

Section 2. Officers and Committee Chairpersons shall meet regularly to organize and execute plans.

Section 3. All members shall attend their designated committee meetings. Should attendance not be possible, members shall submit written notification of non-attendance to their chairperson before the meeting. Upon the request from the chapter adviser, the chairperson is required to submit the committee's attendance records to the chapter adviser.

Section 4. At all chapter meetings, parliamentary procedure shall be used.

Article VII Service Projects

Section 1. Members shall participate in chapter sponsored service activities and independent service activities.

Section 2. Chapter (NHS) Outreach activities include any activities that have been implemented and/or approved by the officers and chapter adviser.

Section 3. All independent service activities shall be documented by an adult representing the sponsoring agency.

Article VIII
Dues

Section 1. Annual membership dues shall be \$20.00 to be paid by the end of September for returning members and the date of induction for newly selected members.

Article IX
Ratification

Section 1. These by-laws must be ratified by a two-thirds majority of the membership, provided that the laws have been approved by the chapter's Faculty Council.

Article XI
Amendments

Section 1. In cases of district policy, rules, and standards of conduct, these by-laws cannot conflict.