

**Bylaws of the Lambert High School Chapter of the RHO KAPPA
Social Studies Honor Society**
Ratified _____

Article I: Name and Purpose

Section 1. The name of the Chapter shall be the Lambert High School Chapter of the RHO KAPPA Social Studies Honor Society, which appears on the charter granted by the National Rho Kappa Advisory Council.

Section 2. The purpose of this organization is to further develop a passion for social studies and social studies related topics and fields through service in the community, a promotion of leadership, and a development of character within its members at Lambert High School.

Article II: Membership Selection Criteria

Section 1. Membership in the Lambert High School Chapter is an honor, privilege, and a responsibility bestowed upon the student. Selection will be based on dedication to the academic field of social studies, participation in activities that demonstrate civic engagement in the school or community, and the display of outstanding character. These attributes must be continued after induction. Failure to do so will result in removal from the organization.

Section 2. Membership shall be known as active, alumni, and honorary. Active members will be current high school students who maintain the standards in Article II Section 1, and they will become alumni members upon graduation. Alumni members may participate in chapter events, but they will not have a voice or vote in chapter affairs. Honorary members will be members of the chapter awarded by the faculty sponsor, faculty committee, teachers, or former graduates based on high merit and dedication to social studies through leadership and service. Two honorary members may be inducted per year. Like alumni members, honorary members do not have a voice or vote in chapter affairs.

Section 3. Candidates will become members when inducted at a special ceremony held in the fall of each year.

Section 4. A Rho Kappa member who transfers from another school and presents a letter from his or her principal or chapter advisor to the LHS Rho Kappa advisor shall automatically be accepted to Lambert High School's chapter.

- Section 5.** A member who resigns or is dismissed is not eligible for regaining membership into the chapter.
- Section 6.** Candidates for membership must have been in attendance at Lambert High School for at least one semester prior to being considered.
- Section 7.** Candidates for membership must have completed four semester of courses in the field of social studies at Lambert High School. Additionally, candidates must have taken or be taking at least one honors or AP social studies class. The minimum grade point average for social studies classes for consideration into the chapter is 3.50. It is the right of the Lambert High School administration to determine which classes are social studies classes.
- Section 8.** The candidate's overall cumulative GPA shall be a minimum of 3.00. GPAs will be evaluated to identify students eligible for membership after the completion of sophomore year for applying juniors and after the completion of junior year for applying seniors.
- Section 9.** Candidates achieving the minimum GPA requirements may be invited to apply for membership into Rho Kappa. The application process will require students to demonstrate civic engagement in school or the community and aspiration to become a member. Additionally, members must have no more and no less than one letter of recommendation from a current faculty member that may or may not work in the social studies department.
- Section 10.** Candidates will be evaluated by a faculty committee which may or may not include the chapter advisor. A majority vote in the faculty committee will ensure membership.

Article III: Scheduling of Meetings

- Section 1:** The scheduling of meeting is determined by the president or chapter advisor.
- Section 2:** There shall be no regularly scheduled meetings on specific dates for each year, unless the bylaws are amended to make it so. Chapter meetings shall be called on the basis of the need of the officers or chapter advisor to give necessary information regarding the chapter and its mission to chapter members.
- Section 3:** Attendance is required to maintain "good standing" in the organization. Members must attend at least 75% of meetings. If attendance falls short of this percentage, it is up to the officers and chapter advisor to decide a penalty or additional way for members to achieve "good standing."

Article IV: The Election, Duties, and Responsibilities of Officers

Section 1. The chapter senior officers shall be president, vice president, secretary, and treasurer. These offices shall be open to rising seniors who are in good standing and have completed at least one semester of membership in the LHS chapter. The chapter officers do have the power to create the position of project manager if the chapter advisor determines one is needed.

Section 2. The following procedures shall be followed to elect senior officers in the spring of each year. Current officers will give all rising senior members the opportunity to run for an officer position. Candidates must be in good standing and have to have paid dues. Candidates will be required to submit a one page statement to the chapter officers detailing why they should be an officer. Current officers will gather all the statements and declare who is running for each position. If nobody runs for a particular position, current officers must offer candidates who submitted statements by a specific deadline the opportunity to switch from the current officer position they are running for to the vacant position. If nobody fills that position, it shall be reopened to all rising senior members. The chapter advisor and officers will set up the voting polls and allow rising seniors, not including current seniors, to vote for candidates. A majority vote is required to win. After the polls are closed, the officers will tally the votes and declare the new officers.

Section 3. The following shall be the duties and responsibilities of each elected officer:

President- preside at chapter meetings, represent the chapter at any county, regional, or national meeting; work with the chapter advisor to assure the smooth and efficient operation of the chapter.

Vice President- fill any presidential responsibilities if absent, handle internal public relations (school newspaper/yearbook) and external public relations (county/regional newspaper), handle all communications between officers and the chapter advisor with the chapter members.

Secretary- take notes and mark important information at any meetings, including officer meetings, maintain an accurate attendance record for members, maintain an accurate log sheet of hours of from completed service projects by members.

Treasurer- be accountable for all financial situations of the chapter; report all financial charges at meetings; determine the dues amount for members; collect dues and keep record of financial transactions.

Article V: Chapter Sponsor Duties and Responsibilities

- Section 1.** The chapter sponsor/advisor will be responsible for the chapter's day to day activities, act as supervisor of the chapter, and perform the duties of liaison among administration, faculty, students, and community members.
- Section 2.** Responsibilities include: maintaining an accurate file that consists of membership lists, financial transactions, chapter history, chapter activities, chapter publication and correspondence, and chapter bylaws, reviewing each member to ensure "good standing" as stated by the bylaws, and assisting the chapter officers in any areas in need.

Article VI: Criteria and Procedures for Removal From an Office

- Section 1.** Officers who have fallen below the standards that represent the basis of their selection to the LHS chapter and to their office position will be notified by the chapter advisor. The exception to this is in the case of a flagrant violation of school rules or civil laws. In these cases, an officer does not have to be warned of removal from office and the chapter.

Subsection A. If an officer's GPA has fallen below the 3.0 cumulative requirement or the 3.5 social studies requirement, he/she will automatically be removed from office.

Subsection B. If an officer is declared unable to fulfill his/her officer duties by all other officers and the chapter advisor, he/she is automatically removed from an office. This will require a vote by officers and the chapter advisor.

Subsection C. If an officer fails to meet any hour requirement for service determined by the chapter advisor and officers by a specific deadline, he/she will be automatically removed from office.

Article VII: Filling Vacancies of Officer Positions

- Section 1.** When the presidential position becomes vacant, the vice president automatically assumes the position of the president.
- Section 2.** When the vice president's position, the secretary's position, or the treasurer's position becomes vacant, they can be assumed by any willing current officer. If not assumed by a current officer, elections can be established for senior members for that vacant position.

Article VIII: Criteria and Procedures for Removal from Membership

Section 1. Members who have fallen below the standards that represent the basis of their selection to the LHS chapter will be notified by the chapter advisor. Members shall be given the appropriate amount of time, as described below, to correct the deficiency. The exception to this is in the case of a flagrant violation of school rules or civil laws. In these cases, a member does not have to be warned of removal from the chapter.

Subsection A. If a member's GPA has fallen below the 3.0 cumulative requirement or the 3.5 social studies requirement, that member shall have a one-semester academic probation period to regain the required GPA. If the member does not have the required GPA at the end of the semester, he/she will be recommended to the chapter advisor and officers for dismissal.

Subsection B. If a member fails to complete any hour requirements established by the officers by the last school day in April, the member shall have until the end of the second full calendar week in May to make up any service hours. If the member fails to meet the hour requirement by the deadline, he/she will be recommended to the chapter advisor and officers for dismissal.

Section 2. In all cases of impending dismissal, the member will have the right to a hearing before the chapter advisor and officers.

Section 3. A majority vote between the officers and approval from the chapter advisor is required to dismiss a member.

Article IX: Method and Procedure for Ratification of the Bylaws

Section 1. The original Lambert High School chapter bylaws will be ratified by a majority vote by the founding seniors and by the approval of the chapter advisor.

Section 2. Amendments to the bylaws requires a majority vote by officers and approval from the chapter advisor. Any part of the bylaws can be amended as long as the bylaws are still in strict agreement with the Rho Kappa Constitution.

Section 3. Articles I-IX can not be removed, as they are bylaw subsections required by the Rho Kappa Constitution. However, sections and subsections can be amended.

Approval of Founding Members and Chapter Advisor

Chapter Advisor's Signature

Founding Members' Signatures
