

## **NATIONAL HONOR SOCIETY BYLAWS**

Charles F. Brush High School

All policies and procedures for the Brush High School NHS chapter are based on the provisions of the National Constitution, which can be found at <https://www.nhs.us/utility/about-us/constitution-and-governance/>.

### **ARTICLE I: NAME AND PURPOSE**

1. The name of this organization shall be the Charles F. Brush High School National Honor Society.
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 Charles F. Brush High School.

### **ARTICLE II: DUES AND FEES**

1. The chapter will pay the annual affiliation fee approved by the NASSP Board of Directors.
2. Members will pay annual dues not to exceed \$20 (currently \$10).

### **ARTICLE III: THE PRINCIPAL**

1. The Principal has the right to approve all activities and decisions of the chapter.
2. The Principal shall annually appoint a chapter adviser/coadvisers, who may serve consecutive terms.
3. The principal shall annually appoint a Faculty Council composed of five members of the school's faculty, who may serve consecutive terms.
4. The principal shall receive appeals in cases of nonselection of candidates, and the disciplining or dismissal of members.

### **ARTICLE IV: THE CHAPTER ADVISER(S)**

1. The chapter advisers shall be responsible for the direct, day-to-day supervision of the chapter and act as the liaison between faculty, administration, students, and the community.
2. The chapter advisers shall maintain files on membership, chapter history, activities and financial transactions. The chapter advisers shall complete the annual survey and submit it to the national office.
3. The chapter advisers shall quarterly review each member for compliance with Society standards and obligations.
4. The chapter advisers shall help the officers understand and carry out their duties.

5. The chapter advisers shall facilitate meetings of the Faculty Council.

#### **ARTICLE V: THE FACULTY COUNCIL**

1. The Faculty Council shall consist of five (5) voting faculty members. The chapter advisers shall be ex officio, non-voting members of the Council. No principal or assistant principal may be included on the Faculty Council.
2. The term of the Faculty Council shall be one year. Members may be appointed to consecutive terms.
3. The Faculty Council shall meet at least once per year.
4. The Faculty Council will develop and revise, when necessary, all chapter procedures for selection, discipline, and dismissal of members, all of which must remain in compliance with the Constitution, these Bylaws, and NHS policies.

#### **ARTICLE VI: MEMBERSHIP**

1. Membership to the local chapter is an honor bestowed upon a student. Selection for membership is by a Faculty Council and is based on outstanding scholarship, character, leadership and service. Once selected, members have the responsibility to continue to demonstrate these qualities.
  - a. Members shall accrue a minimum of 10 service hours per semester, not including Chapter service events. Service may not be completed during the student's regularly scheduled school day.
  - b. Members shall maintain a GPA of 3.5.
  - c. Members shall maintain academic integrity.
  - d. Members shall follow through on leadership commitments, both within the organization and in other organizations.
  - e. Members shall recognize the importance of attending all NHS meetings and service projects.
2. The Faculty Council shall reserve the right to award honorary membership to school officials, principals, teachers, NHS advisers, adults, students with disabilities, or foreign exchange students in recognition of achievement and/or outstanding service rendered to the school in keeping with the purposes of the National Honor Society. Honorary members shall have no voice or vote in chapter affairs.
3. Candidates become members when inducted at a special ceremony.
4. Members who are seniors in good standing are eligible to be nominated to compete in the National Honor Society Scholarship program.
5. An NHS member who transfers from another school and brings a letter from the principal or chapter adviser shall be accepted automatically as a member of this

chapter. Transfer members must this chapter's standards within one semester in order to retain membership.

6. Members who resign or are dismissed are never again eligible for membership or its benefits.

#### **ARTICLE VII: SELECTION OF MEMBERS**

1. To be eligible for membership, a student must be a member of the junior or senior class (having completed a minimum of four semesters of high school). Candidates must have been in attendance at Brush High School for at least one semester.
2. Students who wish to be considered for membership must submit an application packet by the designated due date (usually the first Thursday in September). Packets will be accepted starting on the first day of the school year and will be time stamped by the attendance office. No applications will be accepted after 3 p.m. on the designated due date.
3. Students must have maintained a cumulative grade point average of 3.5 for four semesters for juniors, or six semesters for seniors. Candidates shall then be evaluated on the basis of service, leadership, and character.
4. The selection of each member in the chapter shall be by a majority vote of the Faculty Council.
  - a. Faculty Council members will vote anonymously.
  - b. The Faculty Council's vote will be final for that school year. Nonselected applicants who are juniors may reapply in the fall of their senior year.
5. Prior to notification of any candidates, the chapter advisors shall provide the principal with the names of those students selected by the Faculty Council, as well as those who were not selected.
6. A description of the selection process shall be published in the Course Description Book as well as on the district Web site.
7. The selection procedure shall be determined by the Faculty Council and shall be consistent with the rules and regulations of NHS.
8. NASSP shall not review the judgment of the Faculty Council regarding selection of individual members to local chapters.

#### **ARTICLE VIII: DISCIPLINE AND DISMISSAL**

1. The Faculty Council, in compliance with the rules and regulations of the National Honor Society, will determine the procedure for dismissal.
2. Members who fall below the standards that were the basis for their selection or who are repeatedly absent from chapter meetings and events shall be promptly warned in writing by the chapter advisors and given a reasonable amount of time to correct the

deficiency, except that in the case of flagrant violation of school rules or the law, a member does not have to be warned.

3. A member may be brought up for dismissal when a warning letter has been issued and time given to correct the deficiency, but the standards still have not been met.
4. The Faculty Council will determine what constitutes “flagrant violation of school rules” (VIII.2) by vote.
5. In all cases of pending dismissal, a member shall have a right to a hearing before the Faculty Council.
6. For purposes of dismissal, a majority vote of the Faculty Council is required.
7. A member who has been dismissed may appeal the decision under the same rules for disciplinary appeals in the South Euclid-Lyndhurst School District.
8. The National Council and the NASSP shall hear no appeals in dismissal cases.

#### **ARTICLE IX: CHAPTER OFFICERS**

1. The officers of the chapter will be the President, Vice President, Secretary, Treasurer, and Parliamentarian.
2. The officers will be elected by the full chapter in the spring for the upcoming school year.
3. Members must be in good standing in order to run for office.

#### **ARTICLE X: EXECUTIVE COMMITTEE**

1. The chapter officers and the chapter advisers will form the executive committee, which will have general supervision over the affairs of the chapter between meetings and make recommendations to the chapter. All actions and recommendations of the executive committee shall be subject to review by the chapter membership.
2. The executive committee shall have the responsibility of ensuring that chapter activities and procedures follow school policy and regulations.

#### **ARTICLE XI: MEETINGS**

1. Meeting dates will be determined by chapter vote
2. Special meetings approved by the chapter adviser may be called as needed.
3. Chapter meetings will be conducted in accordance with *Robert’s Rules of Order, Revised*.

#### **ARTICLE XII: ACTIVITIES**

1. All members shall participate in chapter service projects.

2. Each member shall be responsible for selecting a service project and will give at least ten hours of service per semester. This is in addition to the chapter projects to which all members contribute.

**ARTICLE XIII: OFFICIAL INSIGNIA**

1. Each active, graduate, or honorary member in good standing with the chapter shall be entitled to wear the official emblem of NHS.
2. Any member who resigns or is dismissed shall return the emblem to the chapter advisers.
3. The motto of NHS shall be *Noblesse oblige*. The official colors shall be blue and gold.