

Campbell High School
Passaconaway Chapter - National Honor Society

BYLAWS

ARTICLE I
NAME AND PURPOSE

Section 1. The name of this chapter shall be the Passaconaway 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 Campbell High School for the enrichment of the community at large.

ARTICLE II
MEMBERSHIP

Section 1. Membership in this chapter is classified as active, graduate, or honorary.

Section 2. Active 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. Once selected, members have the responsibility to continue to demonstrate these qualities in order to maintain their active membership status.

Section 3. To be eligible for selection to membership in this chapter, the candidate must have attended Campbell High School for a period of at least one semester and be currently enrolled as a full-time student at Campbell High School. A full-time student must be enrolled in six credits per year as per the Campbell High School student handbook.

Section 4. Candidates eligible for election to this chapter must be members of the junior or senior class. Candidates eligible for election to the chapter shall have a minimum cumulative grade point average of 3.90 weighted or an unweighted GPA of 3.12 and successfully completed their Sophomore Project. The scholastic level of achievement shall remain fixed and shall be the required minimum scholastic level of achievement for admission to candidacy.

Section 5. Upon successful graduation from Campbell High School, active membership status turns to graduate status. Graduate members have no vote.

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Section 6. 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.

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 principal may appoint additional alternates to the Faculty Council. 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 in the summer to determine scholastic eligibility via the Campbell Guidance Department.
- b. Students who are eligible scholastically shall be notified by the beginning of the school year and asked to complete the Student Activity Information Form and Essay. Students will receive the rubric used for evaluation of essays and the selection rubric.
- c. The CHS faculty and staff will receive a list of student applicants and shall be requested to comment on candidates' eligibility.
- d. The Student Activity Information Form, Essay, and faculty comments shall be reviewed by the Faculty Council. The Faculty Council will use the established 6-Traits of Writing rubric to evaluate the student's writing.

Section 3. The selection of active members shall be held once a year during the first semester of the school year. Candidates who meet all eligibility requirements outlined in Article II will be considered. There will be no selection of members during the second semester of the school year.

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

Section 5. An active member of the National Honor Society who transfers to this school will automatically be accepted for membership in this chapter. This transfer member will attain within one semester and then maintain the membership requirements for this chapter 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 Passaconaway 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, including participation in chapter events (including attendance at required chapter membership meetings). Participation in NHS sponsored events and meetings is a requirement of membership.

Section 2. Members of the Passaconaway chapter of the National Honor Society are allowed one meeting absence per year. Exceptions may be made for off-campus school sanctioned events at the discretion of the adviser. Missing two meetings is grounds for automatic dismissal from the Passaconaway Chapter of the National Honor Society.

Section 3. Members of the Passaconaway Chapter of the National Honor Society are required to complete a set amount of service hours per year. Juniors are required to complete 25 Individual hours and 5 group hours. Seniors are required to complete 20 individual hours and 5 group hours. There will be a time-log check half way through the year to ensure progress is being made by members. If members do not have 10 hours completed at the time of the log check, they will receive a written warning. If they do not complete their hours by the end of the school year, they will be dismissed from the Passaconaway Chapter of the National Honor Society.

- a. Community Service hours are defined as time spent volunteering at an unpaid opportunity to help/benefit others in a particular community or area
 - i. This does not include family obligations, extracurricular obligations, or sophomore/senior projects
- b. Individual hours are defined as hours completed on the members own time frame and initiated by the member themselves
- c. Group hours are defined as hours completed as a group of 3 or more members of the NHS either within the scope of the chapter project, or initiated by the group itself
- d. All activities/hours need to be approved by the chapter adviser prior to the event/service opportunity

Section 4. If a member's cumulative grade point average falls below the standard in effect when he/she was selected, he/she will 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 or by the beginning of the following school year, the student will be dismissed from the chapter.

Section 5. Violation of criminal law will result in dismissal of a member without warning or probation. These violations include, but are not limited to, DWI, stealing, destruction of property, or possession, selling, or being under the influence of drugs or alcohol.

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Section 6. Offenders of the school conduct code (defined by the Faculty Council as disciplinary action by administration, excessive teacher discipline, and/or Honor Code/NHS recommendation rating form violations) will receive a written warning notification. A conference may be requested by either party (Faculty Council or student/parent) to discuss the warning. The warning will remain in effect until the member graduates. If the member is involved in another violation of the school conduct code, the member will be dismissed.

Section 7. In the case of pending dismissal:

- a. The member will receive written notification of the reason(s) for possible dismissal from the adviser. The member and adviser will discuss the written notification in a conference.
- b. The adviser will conduct an investigation into the issues of pending dismissal. He or she will present his or her findings to the Faculty Council, who will determine whether a dismissal hearing or probation is warranted.
- c. The member will be offered a hearing with the Faculty Council before dismissal (in accordance with the due process identified in the National NHS Constitution). Findings of the adviser's investigation will be presented. The Faculty Council may ask to meet with any person(s) mentioned in the investigation. The member has the opportunity to present his/her defense by means of a written statement or digital recording. It is expected that the student will actively participate in the hearing process. The Faculty Council will then vote on whether to dismiss.
- d. 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 adviser.
- e. The member may appeal the Faculty Council's decision to the principal, and the principal's decision will be final in the appeal process.
- f. 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 7. In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate. Warning and Probation status for disciplinary reasons (not cumulative grade or NHS participation as outlined in Sections 1-4 above) will remain in effect until the student graduates.

ARTICLE V
OFFICERS

Section 1. The officers of the chapter shall be president, vice president, secretary, and historian.

Section 2. Student officers shall be elected at the April NHS meeting of each school year. All

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returning members who are in good standing are eligible to run for a position as an officer, but must be nominated by current NHS members.

Section 3. 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. If any officer misses more than 2 meetings (officer or general), they will be removed from their officer position. An interim officer may be appointed by the chapter adviser for the remainder of the year.

Section 5. It shall be the duty of the president to plan and preside over the meetings of this chapter. The president will assist the vice president in the log-check and completion of hours. The President will report to the Faculty Adviser members who do not meet the requirement of 10 hours at the end of the first semester of the school year. In conjunction with the other officers, they will identify a chapter project for the Passaconaway Chapter to participate in for the year.

Section 6. The vice-president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service. In conjunction with the other officers, they will identify a chapter project for the Passaconaway Chapter to participate in for the year.

Section 7. The secretary shall keep the minutes of meetings, record attendance (including a detailed description for excused absences), and be responsible for all official NHS correspondence. In conjunction with the other officers, they will identify a chapter project for the Passaconaway Chapter to participate in for the year.

Section 8. The historian shall keep a visual and written record of the chapter's activities. They will also be responsible for maintaining the NHS Bulletin Board by the South Faculty room including updating volunteer opportunities and meeting information. They will also maintain the Passaconaway Chapter NHS Social Media accounts. In conjunction with the other officers, they will identify a chapter project for the Passaconaway Chapter to participate in for the year.

ARTICLE VI
MEETINGS

Section 1. Meetings of this chapter shall be held at least once a month for a minimum of 1 hour.

Section 2. This chapter shall conduct its meetings according to Robert's Rules of Order, or another form of meeting rules as agreed upon by the chapter officers and advisor.

Section 3. Attendance at chapter meetings is mandatory. Refer to Article IV, Section 2 for rules

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 on chapter attendance.

ARTICLE VII **ACTIVITIES**

Section 1. The chapter shall determine one or more service projects for each year.

Section 2. All members shall regularly participate in these projects.

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, organized, and executed.

Section 4. Each member shall have the responsibility for choosing and participating in individual service projects that reflect his or her particular talents and interests and as approved by the chapter adviser. This is in addition to the chapter project(s) to which all members contribute. Junior members will be required to complete individual service projects totaling twenty-five (25) hours or more. Senior members will be required to complete individual service projects totaling twenty (20) hours or more.

Section 5. The chapter shall publicize its projects in a positive manner.

Section 6. Senior project hours may not be used to fulfill service requirements of the Passaconaway Chapter of the National Honor Society. School activities that are a requirement of other groups/clubs may not be used to fulfill service requirements of the Passaconaway Chapter of the National Honor Society.

ARTICLE VIII **EMBLEM**

Section 1. Each member of this chapter shall be entitled to wear the emblem adopted by the National Honor Society.

Section 2. Any member who withdraws or is dismissed from the chapter shall return the emblem to the chapter or pay for its replacement. If they do not pay, it will be reported to the main office as a financial obligation.

ARTICLE IX **DUES**

Section 1. Annual dues for this chapter shall be determined by the Faculty Council.

Section 2. The dues for the Passaconaway chapter shall be \$30 per year for each member. The dues will be given to the adviser of the chapter. Dues will be payable

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to the chapter adviser prior to induction in November. Failure to pay dues result in a meeting with the chapter adviser and possible dismissal from the chapter.

ARTICLE X
AMENDMENTS

Section 1. These by-laws may be amended by a 2/3 vote of the chapter membership, provided notice of the proposed amendment has been given to members at least one month prior to the vote. The exceptions are Article II and IV, which are developed by the Faculty Council with the approval of the principal.

Section 2. By-laws and amendments must be consistent with the Constitution of the National Honor Society.