

Grant County High
School

National Honor
Society

Chapter Constitution

ARTICLE I: NAME AND PURPOSE

Section 1.

The name of this chapter shall be the Grant County High School National Honor Society.

Section 2.

The purpose of this chapter shall be to create enthusiasm for scholarship, to a desire to render service to the school and the community, to promote the qualities of leadership, to encourage the development of character, and to foster good citizenship in students of Grant County High School.

Section 3.

The Grant County High School Chapter of the National Honor Society shall be under the sponsorship and supervision of the National Association of Secondary Schools (NASSP), 1904 Association Drive, Reston, Virginia 20191-1537.

Section 4.

The Grant County High School Chapter of the National Honor Society maintains policies and practices that are designed to prevent discrimination against any qualified candidate on the basis of race, color, religion, ancestry, national origin, sex, disability or pregnancy. (Chipman v. Grant County School District, 1998)

Section 5. The above stated policy of nondiscrimination applies to all practices, including the selection, discipline, and dismissal of members.

ARTICLE II: MEMBERSHIP

Section 1.

Membership in the Grant County High School National Honor Society is a privilege to be enjoyed by those students who are willing to seek and maintain only the highest of standards in academic performance, character, leadership, service to others, and citizenship.

Section 2.

Membership in this chapter is an honor bestowed upon a student. Selection for membership is by a faculty council and is based on outstanding scholarship, character, leadership, service, and citizenship. Once selected, members have the responsibility to continue to demonstrate these qualities.

Section 3.

Membership of this chapter shall be known as active, honorary, and alumni. Active members shall become alumni members at graduation. Alumni members shall have no voice or vote in chapter affairs.

Section 4.

The faculty council shall reserve the right to award honorary membership to school officials, principals, teachers, National Honor Society advisers, adults, students with disabilities, or foreign exchange students. This honor is granted in recognition of achievement and/or outstanding service rendered to the school in keeping with the purposes of the National Honor Society.

Section 5.

Honorary members shall receive all of the privileges of membership without the obligations associated with active membership.

Section 6.

Members who are seniors in good standing are eligible to be nominated by their chapters to compete in the National Honor Society Scholarship Program.

Section 7.

A National Honor Society member who transfers to another school and brings a letter from the former principal or chapter adviser to the new school adviser shall be accepted automatically as a member in the new school's chapter. Transfer members must meet the new chapter's standards within one semester in order to retain membership.

Section 8.

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

ARTICLE III: MEMBERSHIP SELECTION PROCESS

Section 1.

To be eligible for membership the candidate must be a member of the sophomore, junior, or senior classes and have been in attendance at the school the equivalent of one semester.

Section 2.

The minimum standard for scholarship shall be a cumulative scholastic grade point average of a 3.5 on a weighted 4.0 scale.

Section 3.

All students who meet or exceed this standard shall be considered after a review of the candidate's disciplinary record.

Section 4.

Only those candidates who meets all stated criteria are then invited by the faculty council to join the National Honor Society as members.

Section 5.

Candidates meeting all criteria seeking membership shall voluntarily provide information about themselves on the Student Activity Information Form for consideration by the faculty council in the membership selection process.

Section 6.

Each candidate's completed Student Activity Information Form shall be numbered and the chapter adviser shall keep the form's corresponding cover sheet confidential at all times. The faculty council will not view the names of the candidate until the evaluation process has been completed in its entirety.

Section 7.

The chapter adviser does not select membership; he or she simply provides necessary information to the faculty council so that a fair process for selection can be maintained. The chapter adviser is responsible for the daily operation of all chapter business, activities, and events.

Section 8.

Students shall then be evaluated objectively by the faculty council on the basis of service, leadership, character, and citizenship.

Section 9.

The faculty council will rank all members on a scale of 0-4 based on the information contained in the Student's Activity Information Form. Any student who receives a composite score of less than 3.0 in any category shall be considered ineligible for membership.

Section 10.

Once the faculty council has determined the applicants eligible for membership, the selection process is complete.

Section 11.

Candidates chosen for membership by the faculty council shall be notified of their acceptance and membership in the National Honor Society by letter.

Section 12.

A meeting will be held to explain the guidelines of the chapter and standards for membership to new members and their parents. New members and their parents will receive a copy of the Grant County High School National Honor Society Constitution and will sign a letter stating their acceptance of all chapter guidelines, rules, and regulations, as contained therein.

Section 13. New member tapping shall take place during first block of a day specially designated by the faculty council to formally recognize those candidates selected for and accepting membership in the Grant County High School National Honor Society.

Section 14.

A special induction ceremony will welcome candidates as official members of the Grant County High School National Honor Society.

Section 15.

Any member who fails below the standards of his or her selection shall be promptly warned and given one semester to correct the deficiency, whether in grades or service activities.

Section 16.

If the deficiency is not corrected in the time allotted the faculty council shall review the member's deficiency and recommend appropriate action.

Section 17.

Violations of the chapter constitution may result in the member's dismissal from the chapter. In cases of minor offense, the advisor or faculty council may choose to discipline a member rather than pursue dismissal. Serious offenses will result in a review of the member's case by the faculty council in a fair hearing.

Section 18.

When a member is dismissed, he or she will be notified in writing and his or her insignia and membership card must be returned to the adviser or principal.

Section 19.

Notice of any member's dismissal must be indicated in the annual report submitted to the national secretary at the end of the school year.

Section 20.

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

ARTICLE IV: ATTRIBUTES OF MEMBERS

Section 1. National Honor Society membership is a privilege and an honor for those students who meet the selection criteria.

Section 2.

Membership is not granted by election, popularity, or only because a student has achieved a certain level of academic performance. Membership is a privilege to be enjoyed by those willing to seek and maintain excellent personal and public conduct, outstanding leadership skills, high standards of personal character, a commitment of service to others, and superior academic performance!

Section 3. Member attributes and criteria for selection as a National Honor Society member include:

Scholarship: Students who are sophomores, juniors, or seniors who have a cumulative grade point average of 3.5 on a weighted 4.0 scale meet the scholarship requirement for membership. These students are then eligible for consideration for membership in the Grant County High School National Honor Society on the basis of service, leadership, character, and citizenship.

Service: This quality is defined through the voluntary contributions made by a student to the school or community, done without compensation and completed with a positive, courteous, and enthusiastic spirit.

Leadership: Student leaders are those who are resourceful, good problem solvers, promoters of school actives, idea-contributors, dependable, and persons who exemplify positive attributes about life. Leadership experiences can be drawn from school or community activates while working with or for others.

Character: The student of good character upholds principles of morality and ethics, is cooperative, demonstrates high standards of honesty and reliability, shows courtesy, concern, and respect for others, and generally maintains a good and clean lifestyle.

Citizenship: The student who demonstrates citizenship understand the importance of civic involvement, has a high regard for freedom, justice, and democracy, and demonstrates mature participation and responsibility through involvement with such actives as scouting, community organizations, and school clubs.

ARTICLE V: CHAPTER LEADERSHIP

Section 1.

Chapter leadership positions in this chapter shall include President, Vice-President, Secretary, Treasure, Historian, Chaplain, and Reporter.

Section 2.

Election of chapter leadership for this chapter shall take place prior to the chapter's member recognition ceremony held in the spring of each school year.

Section 3.

All members elected to chapter leadership positions must be members in good standing.

Section 4.

Any member may call for a vote to recall any officer from his or her office in the event of dereliction of their duty.

Section 5.

A majority of votes cast, defined as one vote above $\frac{1}{2}$ of the number of the total membership, shall be necessary to elect or remove any member to a position of chapter leadership.

Section 6.

The Adviser will insure the integrity of all election processes by advertising and announcing all election processes and results.

Section 7.

The President shall:

- Prepare the agenda for and preside at all chapter meetings.
- Act as chapter representative at all necessary school and community functions as necessary.

- Serve, with the chapter adviser, as the coordinator of all chapter committees.
- Meet regularly with the chapter adviser to discuss progress of ongoing plans.
- Maintain records of club activities during tenure in office.

Section 8.

The Vice-President shall:

- Perform all duties of the President in the President's absence, removal, or dismissal.
- Maintain a record of service hours completed by members and report deficiencies to the chapter adviser.
- Represent the chapter at school and community functions as necessary.
- Meet regularly with the chapter adviser to discuss progress of ongoing plans.
- Maintain records of club activities during tenure in office.

Section 9.

The Secretary shall:

- Keep minutes, attendance, chapter membership roster, and calendar of all chapter events.
(Roster includes: name, address, telephone number, e-mail address)
- Represent the chapter at school and community functions as necessary.
- Meet regularly with the chapter adviser to discuss progress of ongoing plans.
- Maintain records of club activities during tenure in office.

Section 10.

The Treasure shall:

- Maintain an accurate and timely record of all chapter expenditures and chair all fundraising activities of the chapter.
- Represent the chapter at school and community functions as necessary.
- Meet regularly with the chapter adviser to discuss progress of ongoing plans.
- Maintain records of club activities during tenure in office.

Section 11.

The Reporter shall:

- Report all chapter activities as appropriate to school and community organizations as necessary, including but not limited to: daily announcements, school newsletter, school board newsletter, SBDM council meetings, school board meetings, radio, newspapers, and others.
- Represent the chapter at school and community functions as necessary.
- Meet regularly with the chapter adviser to discuss progress of ongoing plans.
- Maintain records of club activities during tenure in office.

Section 12.

The Historian shall:

- Recorded the activities of the chapter through photographs, video, newspaper clippings, written reports, etc.
- Maintain a bulletin board/announcement area that will showcase current chapter activities and chapter members.

- Advise the executive council and chapter adviser of any obligations under the chapter constitution and recommend changes to it as needed.
- Assist the executive council and chapter adviser in their duties.
- Meet regularly with the chapter adviser to discuss progress of ongoing plans.
- Maintain records of club activities during tenure in office.

Section 13.

The Chaplain shall:

- Provide appropriate spiritual and patriotic gestures for all chapter meetings and activities.
- Assist the executive council and chapter adviser in their duties.
- Meet regularly with the chapter adviser to discuss progress of ongoing plans.
- Maintain records of club activities during tenure in office.

ARTICLE VI: THE EXECUTIVE COUNCIL

Section 1.

The executive council shall consist of the chapter advisor and the individuals elected to positions of chapter leadership by the current membership of the chapter.

Section 2.

The executive council shall have general charge of the meetings and business of the chapter and general supervision of the affairs of the chapter. Any action on the part of the executive council is subject to the review of the chapter membership.

Section 3.

All actions and decisions of the executive council shall abide by the guideline of the chapter constitution, the school's policies and procedures, board regulations, and local, state, and federal laws.

Section 4.

An auditing committee appointed by the executive council of the chapter must audit all accounts of the chapter annually.

Section 5.

Regular meetings of the executive council shall take place as necessary when requested by the chapter advisor.

ARTICLE VII: CHAPTER SUPERVISION

Section 1.

The activities of the chapter shall be subject to the approval of the principal and the faculty council

Section 2.

The faculty council, a group of teachers selected by the school principal, advises the school's chapter according to national guidelines and the chapter's constitution.

Section 3.

The faculty council has the duty to select new members and review chapter membership for any academic deficiencies and/or chapter constitution violations.

Section 4.

The faculty council shall consist of at least five members, including at least one guidance counselor and four certified school personnel employed in core content teaching positions.

ARTICLE VIII: MEETINGS

Section 1.

Regular meetings of this chapter shall be held once a month during the school year on days designated by the executive council and approved by the principal.

Section 2.

The chapter advisor or chapter president may call special meetings, as necessary, to complete chapter business or to plan chapter activities and events.

Section 3.

All meetings shall be open meetings and shall be held under the sponsorship of the chapter advisor.

Section 4.

This chapter shall conduct its meetings according to Robert's Rules of Order.

Section 5.

Minutes of each chapter meeting will be kept on file by the chapter secretary and made available upon written request of a member, parent, principal, faculty council, or other concerned party as deemed appropriate by the school's faculty council.

ARTICLE IX: OFFICIAL INSIGNIA

Section 1.

Each member of this chapter in good standing shall be entitled to wear the official insignia adopted by the National Council of the National Honor Society of Secondary Schools.

Section 2.

The faculty council may, by a majority vote, request that any member return his or her insignia upon his or her withdrawal or dismissal from chapter membership. In the case where the insignia can be shown to have been a personal purchase of the member, the council shall reimburse the member the original cost of the insignia upon its surrender.

Section 3.

All official National Honor Society insignia must be procured from the national secretary of the National Honor Society. The distribution of the insignia and the rules for its use shall be under the exclusive control of the National Council.

ARTICLE X: DUES

Section 1.

The annual chapter dues for each member shall be paid yearly at the rate of \$20 per student.

Section 2.

Those members unable to pay the yearly dues must discuss this situation with the chapter advisor in person and appropriate and discrete methods will assure that no student is denied membership in the Grant County High School National Honor Society.

Section 3.

Dues will be used to maintain national and state affiliation and other reasonable expenses incurred in the operation of the chapter.

Section 4.

Reasonable expenses include: student membership cards, student insignia, membership selection, new member tapping, member induction ceremonies, member recognition ceremonies, graduation cords and stoles, and chapter activities and events held throughout the school year.

ARTICLE XI: AMENDMENTS

Section 1.

This constitution may be amended by a two-thirds vote of the chapter.

Section 2.

Any proposed amendment to this constitution requires approved by the chapter's executive council and the school's faculty council. Notice must be given to parties at least one month prior to the meeting at which it is to be voted upon.

ARTICLE XII: CONSTITUTION

Section 1.

This chapter shall be guided by all information contained in its constitution.

Section 2.

Any information contained in this constitution shall not be in violation of any policy dictated by the National Association of Secondary School Principals or the National Council of the National Honor Society.

ARTICLE XIII: CONDUCT OF MEMBERS

Section 1.

It is our purpose to provide goals with which to uphold the spirit of the National Honor Society and to provide standards by which we may judge our own conduct.

Selection as a member of the National Honor Society carries with it the responsibility to uphold the school's highest standards of scholarship, leadership, service, character, and citizenship.

Section 2.

A National Honor Society member's conduct shall be suitable, proper, and otherwise responsible in all situations.

Section 3.

A National Honor Society member should, at no time, be caught in a questionable position.

Section 4.

A National Honor Society member protesting any policy of the school or community should use proactive democratic processes that follow school and community guidelines, as well as state and federal law.

Section 5.

There should be no reports of civil disturbance by a National Honor Society member.

Section 6.

A National Honor Society member should treat the faculty and the administration of Grant County High School and all members of the community with due respect at all times.

Section 7.

A National Honor Society member should at all times follow school rules and policies as outlined in the Grant County High School Student Code of Conduct.

Section 8.

A National Honor Society member should never be in trouble with the law.

Section 9.

A National Honor Society member should be morally honorable and refrain from activities that would bring dishonor to the individual member, the local chapter, the school, community, and state or national councils of the National Honor Society.

Section 10.

In Kentucky it is illegal for anyone under the age of 21 to partake of alcoholic beverages. National Honor Society members shall not drink such alcoholic beverages.

Section 11.

In Kentucky it is illegal for anyone to take drugs of a harmful or habitforming nature, unless under a doctor's care, therefore all National Honor Society members shall refrain from the use of such drugs.

ARTICLE XIV: MEMBERSHIP REVIEW AND HEARING PROCESS

Section 1.

It is incumbent upon each selected member to submit his or her resignation if and when he or she feels that his or her continued membership would tend to bring criticism or dishonor the Grant County High School National Honor Society or the national organization.

Section 2.

Complaints about any member will be considered by the faculty council to determine what actions, if any will be taken.

Section 3.

For minor offenses, the advisor or faculty council may choose to discipline a member rather than pursue dismissal.

Section 4.

All members found in violation of any standard of conduct or responsible for acting in an improper manner will have their case reviewed by the faculty council in a fair hearing.

Section 5.

Since any probationary or active member who falls below the standards which were the basis for his or her election to membership shall appear before the faculty council, all disciplinary actions rests with the faculty council.

Section 6.

If a member is dismissed, his or her insignia shall be returned to the advisor of the chapter or to the principal of the school.

Section 7.

Notice of such actions must be reported to the national secretary of the National Honor Society.

Section 8.

Anyone (member, chapter advisor, school faculty, school administrator, parent, faculty council member, or student non-member) may make report of any complaints to the chapter advisor, the school principal, or a faculty council member any actions that can be considered inappropriate.

Section 9.

All complaints must be written in letter form, signed by the complainant, with specific reasons enumerated in the letter, as to why the complainant feels a National Honor Society member is acting in a manner which brings dishonor upon the school or the society.

Section 10.

The faculty council will carefully consider the complainant's letter of report of member misconduct and a decision regarding appropriate action will be made.

Section 11.

Dismissal of a member based on a written complaint is not guaranteed, nor mandatory.

Section 12.

All decisions made by the faculty council will meet both local chapter and national council guidelines as established in the organizations' respective constitutions.

ARTICLE XV: CHAPTER HOUR SYSTEM

Section 1.

The Grant County High School National Honor Society operates on a service hour system. This system calls for all members to serve 30 hours each year. Each member is asked to serve 15 hours each semester.

Section 2.

New members inducted during the fall or spring of the year are required to serve 10 hour instead of the 15 hours required by returning members, due to insufficient time for the new members to participate in all activities sponsored by the chapter.

Section 3.

All returning members are required to serve 15 hours per semester and a total of 30 hours per year.

Section 4.

Any member who fails to reach 30 hours at the end of each year will have the missing number of required points added onto the next semester of membership. In addition to the 15 hours required during the current semester, a penalty of two hours for not reaching the required quota of hours will be added to the total number of hours required.

Section 5.

Any member who does not have the required number of hours at the end of his or her senior year will not retain the privilege of wearing the National Honor Society stole and tassel at graduation.

Section 6.

In addition to the number of hours required, there will also be a penalty equal to the number of hours of the activity charged to members who fail to participate in any activity for which they have obligated themselves.

Section 7.

All hour totals will be documented by the following methods:

- a. An activity sign-up sheet posted in the advisor's classroom and completed prior to the scheduled activity or event.
- b. An activity sign-in sheet made available to members at each scheduled activity or event.
- c. The chapter's Hours Record Book that is maintained by the chapter vice-president.