



**Seven Lakes High School  
National Honor Society Chapter By-laws**

**ARTICLE I: NAME AND PURPOSE**

**Section 1**—The name of this chapter shall be the Seven Lakes High School Chapter of the National Honor Society of Seven Lakes High School.

**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 citizenship, and to encourage the development of character in students of Seven Lakes High School.

**ARTICLE II: MEMBERSHIP**

**Section 1**—Membership in this chapter shall be known as active and honorary. Honorary members become graduate members at graduation. Graduate and honorary members have no voice or vote in chapter affairs.

**Section 2**—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, citizenship, and character.

**Section 3**—Eligibility

- a. Candidates eligible for election to this chapter must be in the second semester of 10<sup>th</sup> grade or grade 11.
- b. To be eligible for selection to membership in this chapter, the candidate must have been in attendance for a period of one semester at Seven Lakes High School.
- c. Candidates eligible for selection to the chapter shall have a minimum cumulative weighted GPA of 3.75. This scholastic level of achievement shall remain fixed, and shall be the required minimum level of scholastic achievement for admission to candidacy. All students who can rise in scholarship to or above such standard may be admitted to candidacy for selection to membership.
- d. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be considered based on their service, leadership, citizenship, and character.
- e. Student discipline records and teacher recommendations are highly considered in the membership selection process.

**ARTICLE III: SELECTION OF MEMBERS**

**Section 1**—The selection of members to this chapter shall be by a majority vote of the Faculty Council consisting of five faculty members approved or appointed by the principal. The chapter adviser shall be the sixth, non-voting, ex officio member of the Faculty Council.

**Section 2**—Prior to selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. Students who are eligible scholastically ("candidates") shall be notified and asked to complete and submit the candidate application for further consideration for selection.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser.
- d. The Faculty Council shall review the candidate application and faculty evaluations in order to determine membership.

**Section 3**—The selection of new active members shall be held once a year during the second semester of the school year.

**Section 4**—Candidates become members when inducted at a special ceremony.

**Section 5**—Once selected and inducted, all members are expected to maintain the standards by which they were selected and maintain all obligations of membership.

**Section 6**—An active member of the National Honor Society who transfers from this school will be given a letter indicating the status of his or her membership and signed by the principal or chapter adviser.

**Section 7**—An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter. The Faculty Council shall grant to the transferring member one semester to attain the membership requirements and, thereafter, this member must maintain those requirements for this chapter in order to retain his or her membership.

#### **ARTICLE IV: DISCIPLINE AND DISMISSAL**

**Section 1**—Any member who falls below the standards of scholarship, leadership, character, citizenship or service may be considered for dismissal from the Seven Lakes High School chapter of the National Honor Society. A member of the National Honor Society is expected to maintain his or her academic standing and take an active role in meetings, service, and leadership to his or her school and community (10 Service Hours for Fall, 10 Service Hours for Spring, 5 Flex Hours for a total of 25 Service Hours).

Discipline Procedures Regarding an Infraction for:

- Missing Mandatory Service Project (Spring Senior Service Project)
- Failure to Fulfill Obligations for Fall or Spring Service Hours by the Deadline
- Other Violation of NHS By-Laws/ Membership Requirements
  - First Infraction= Warning Status
  - Second Infraction= Probationary Status
  - Third Infraction (Letter)= Dismissal Hearing Held by Faculty Council

**Section 2**—If a member's cumulative weighted GPA falls below the standard in effect when he or she was selected (3.75), he or she will be placed on probation and a time period for improvement (one semester). If the cumulative weighted GPA remains below standard at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council, which may include dismissal from the chapter. Further infractions received during probation may lead to dismissal.

**Section 3**—If a member fails to perform any of the published obligations of membership, including obligations posted on the SLHS NHS webpage, he or she will be given an infraction. If the obligation remains unmet at the end of the warning period or the student incurs another violation of a club expectation, the student will be subject to further disciplinary action by the Faculty Council, which may include dismissal from the chapter. Failure to show up for three or more events after signing up or entering false service hours may lead to dismissal.

**Section 4**—Violation of the law or school regulations can result in dismissal of a member. These violations include, but are not limited to, stealing; destruction of property; cheating; truancy; or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities.

**Section 5**—Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absences, excessive tardiness, etc.) will receive written warning notification. A conference may be requested by either party (Faculty Council, student, or parent). If the member is involved in another violation of the school conduct code, the member may be considered for dismissal.

**Section 6**—In all cases of pending dismissal:

a. The member may see a sponsor to receive written notification indicating the reason for possible dismissal; however, it is the responsibility of the member to keep track of infractions and collect hearing/warning/probation letters from the sponsor. The member and adviser will discuss the written notification in a conference, if requested by the student. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written warning, although a hearing must still be held (see below).

b. The member will be given the opportunity to respond to the charge against him or her at a hearing before the Faculty Council prior to the vote on dismissal. Responses to the charges must be filed with the sponsor by the due date and meetings with the Faculty Council scheduled in advance. The Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member. Failure to return a letter results in automatic dismissal.

- c. The results of the Faculty Council vote will be reviewed by the principal and then, if confirmed, expressed in a letter sent to the student. Dismissed members must surrender any membership emblems to the adviser.
- d. The Faculty Council's decision may be appealed to the grade-level principal and afterwards through the school district discipline policy.
- e. When a student is dismissed or resigns, he or she is no longer a member and may not be reconsidered 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.

#### **ARTICLE V: OFFICERS**

**Section 1**—The officers of the chapter shall be president, vice president, and three grade level officers. All officers are responsible for attending all meetings, as well as all officer meetings. Absence from those meetings will be addressed in the same manner as with all other members. If requested by the sponsor, all officers will be responsible for contacting members through the email addresses provided in x2vol.

**Section 2**—Student officers shall be interviewed by sponsors and current officers. Those chosen to run will be selected by the end of the school year. All active members are eligible to run for a grade level position as an officer. All active members of the chapter are eligible to vote, by grade level.

**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.

The following duties reflect the responsibilities developed for officers in the local chapter:

**Section 4**—It shall be the duty of the president to organize any necessary materials/handouts/speakers and preside at the meetings for this chapter.

**Section 5**—The vice president shall preside in the absence of the president and shall help the president to organize any necessary materials/handouts/speakers.

**Section 6**—The grade level officers shall keep track of member attendance and organize Faculty Council meetings. They must also organize group service projects, service photos, and reach out to members lacking the required 25 service hours.

#### **ARTICLE VI: EXECUTIVE COMMITTEE**

**Section 1**—The executive committee shall consist of the faculty adviser and the chapter officers.

**Section 2**—The executive committee shall have general charge of the meetings and the business of the chapter, but any action by the executive committee is subject to the review of the chapter members.

#### **ARTICLE VII: MEETINGS**

**Section 1**—Meetings of this chapter shall be monthly, or as scheduled and published at the beginning of each school year. **Section 2**—This chapter shall conduct its meetings according to *Robert's Rules of Order*.

**Section 3**—All chapter members are expected to attend all regularly scheduled chapter meetings. An excused absence from school on the day of a meeting (UIL activity, medical absence, college visit) will also excuse the student from that day's NHS meeting, provided they bring proper documentation to the sponsor within one week of the absence.

#### **ARTICLE VIII: ACTIVITIES**

**Section 1**—The chapter shall determine one or more mandatory and voluntary service project(s) for each year. The chapter will also set requirements for service hours and deadlines. Service hour guidelines will be published and made available to all members each year.

**Section 2**—All members shall regularly participate in these projects. If an obstacle prevents a member from meeting requirements for the mandatory project, the issue must be addressed with a sponsor/administrator and approved before the termination of the project so that an alternate activity/means of participation can be assigned to the member.

**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 an individual service project that reflects his or her particular talents and interests and as approved by the chapter adviser. This is in addition to the mandatory chapter projects to which all members contribute.

#### **ARTICLE IX: EMBLEM**

**Section 1**—Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall have the privilege of wearing the emblem adopted by the National Honor Society. [Note: The content of this section parallels Article XV, Section 3 of the national constitution, revised 2005.]

**Section 2**—Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

**Section 3**—Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor collars or other insignia adopted at the local level at graduation. In order to be considered in good standing, senior members must hold a cumulative weighted 3.75 GPA, participate in mandatory activities/projects, and meet service hour requirements/deadlines.

#### **ARTICLE X: DUES**

**Section 1**—Annual dues for this chapter shall be due before induction into NHS.

**Section 2**—Optional senior dues for graduation collars will be payable to the chapter sponsor by May 1<sup>st</sup> of each year.

#### **ARTICLE XI: POWERS**

**Section 1**—The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

**Section 2**—The principal shall reserve the right to approve all activities and decisions of the chapter.

**Section 3**—These by-laws are designed to amplify provisions of the national constitution and cannot contradict any components thereof. The chapter is obligated to adhere to the provisions of the national constitution in all activities it undertakes.

#### **ARTICLE XII: AMENDMENTS**

**Section 1**—These by-laws may be amended by a two-thirds vote of the chapter, provided notice of the proposed amendment has been given to members at least one month prior to the vote. The exceptions are Articles III and IV (selection and discipline), 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. Additional articles can be added as needed.

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