

Normandy High School National Honor Society Bylaws

Article I Name

The name of this organization shall be the Normandy High School Chapter of the National Honor Society hereafter referred to as NHS by these by-laws.

Article II Purpose

The purpose for which said chapter is formed are the following: to extend to students the opportunity to advance, foster and extend in every legitimate manner the principles and policies set forth by the national by-laws of the National Honor Society; to promote the characteristics of scholarship, leadership, service and character in daily life; to provide service to the school and community; and promote the value of education. Membership in this organization is the greatest honor the school can bestow upon any pupil.

Article III Selection for Membership

Initial nomination of students for consideration shall be based upon scholastic achievement. Juniors and seniors need a cumulative GPA of 3.5. Additionally, students must have received a passing grade on all parts of the **OGT**.

Students must have attended Normandy High School or a high school in the Parma School District for a minimum of 2 full semesters.

Students who meet the above qualifications shall be notified of their nomination to membership. They shall also be given a written explanation of the purposes, duties, responsibilities and privileges of membership in the Chapter.

Students will be required to attend a meeting held by the advisers detailing the process for selection. Nominated students shall be given a form to fill out indicating their interest in becoming a member of the Chapter. Students will be notified of and agree that all teacher evaluations are confidential and will not be shown to students, parents or their designee. Only the Faculty Counsel, the Principal or faculty members may view the evaluations. Students will have at least 5 days to return the form to the adviser. Failure to return the form on time will result in non-selection to membership.

At the informational meeting the nominated students will also be given a form detailing their Normandy High School activities and Community Service Hours. Community Service is subject to approval by the Faculty Counsel. Students will have at least five days to return the form to the adviser. Failure to return the form on time will result in non-selection to membership. Students must be involved in 2 Normandy High School activities and have 30 hours of community service per school year. Normandy High School activities such as sports, band, and drama count as school activities but not as community service. The following Normandy High School Activities are acceptable: Cross Country, Football, Golf, Soccer, Tennis, Volleyball, Cheerleading, Trainers, Basketball, Hockey, Swimming, Wrestling, Baseball, Track & Field, Academic Challenge, Anime Club, Art Club, Yearbook, Book Club, Computer Club, Conflict Mediators, Drama, Environmental Club, French Club, SADD, Science Olympiad, Ski Club, Social Impact, Spanish Club, Student Ambassadors, Key club, Student Government, Teens for Teens, Youth Alive, Dazzlers, Jazz Band, Pop Ensemble, and Marching Band.

The students will be required to secure five faculty members who will rate them on Character. Students are rated on a scale of one to six with six being the highest, in each area. Evaluations will be

kept for one school year after notification of selection or non-selection to membership for the appeals process.

Once student ratings have been completed the Faculty Counsel shall decide on the students who shall be accepted to membership. Students should receive an average score of 4 points or higher with no single average score less than 3 points. The Faculty Counsel's decision shall be final. Appeals to their decision must be made through the Principal, in writing no more than 48 hours after non-selection notification.

Once students have been accepted to membership they shall be notified in an appropriate manner.

Criteria for Continued membership

Students must maintain the qualifying average of 3.5 GPA. Failure to maintain the GPA may result in consideration of suspension or expulsion from the chapter by the Faculty Council.

Members must attend meetings. In addition, members who miss two consecutive meetings without submitting an excuse in writing to the President, Secretary, or Adviser shall be automatically put on suspension. Failure to attend three or more meetings shall result in suspension from the Chapter. It is the member's responsibility for submitting excuses.

Members must not receive a suspension or major detention. If behavior continues the Faculty Counsel shall consider the member for suspension. Members must maintain high moral standards. Must be actively involved in and out of school and must participate in all fundraising activities.

Members must participate in the Chapter service project or a suitable substitute approved by the Adviser.

Unless otherwise stated, violation of any of these terms will result in a one month verbal probation. If improvement is not made by that time a written notice of suspension will be issued.

Article IV

Induction

Members shall be inducted in a ceremony that has been created by the senior class members and the advisors. There shall be four speakers from its ranks to talk about the four characteristics of NHS members. They shall also select a faculty speaker for the program. There may be an induction ceremony in the spring or fall semesters.

Article V Meetings

The chapter shall hold no more than 2 meetings per month during the school year. The Adviser will set the time of the meetings.

Special meetings shall be called by the President or the adviser upon written request of any three members in good standing.

One third of the number of members in good standing shall constitute a quorum.

Each member in good standing shall be entitled to one vote.

Article VI Officers and Faculty Council

The officers of the Chapter shall be as follows: President, Senior Vice President, Junior Vice President, Treasurer and Secretary.

The Faculty Counsel shall consist of no less than 5 Faculty members. The Advisers shall serve as a non-voting member of the Faculty Counsel.

The term for Officers shall be one year, shall commence immediately upon the conclusion of elections.

The term for Faculty Counsel shall be one year.

The duties of the Officers and Faculty Counsel shall not be inconsistent with the national by-laws and shall specifically include the following:

Faculty Counsel: It shall be the duty and responsibility of the Faculty Counsel to select students for membership to the chapter and shall be able to suspend members for violating terms set forth in these by-laws. They shall also approve changes to the by-laws with a majority vote.

President: The President shall fix the times for meetings, preside at all meetings and shall assume those duties customarily associated with the office of President.

Senior Vice President: The Senior Vice President shall assist the President in his/her duties, shall preside at meetings in the absence of the President, shall assume those duties customarily associated with the office of Vice President, shall chair the fund raising committee of the chapter and shall succeed to the office of President should a vacancy in it occur.

Junior Vice President: The Junior Vice President shall act as an assistant to the President and Senior Vice President. In addition, the Junior Vice President shall act as President in the absence of both President and the Senior Vice President.

Secretary: The Secretary shall keep minutes of all meetings, shall keep records and documents of the Chapter, shall maintain a register of all names and addresses of all members, shall keep a list of members in attendance at meetings and report to the Chapter when a member is not in compliance with the attendance rules set forth in these by-laws.

Treasurer: The Treasurer shall keep accurate books of the chapter account. He/she shall collect payments for the Chapter. He shall make a full report concerning the financial condition of the Chapter at meetings.

Article VII Elections

The election of officers shall be conducted at an appropriate time selected by the advisers during the spring semester, a quorum being present, at which nominations from the floor will be accepted. Should there not be a quorum present the President

shall be empowered to hold elections at a special meeting which shall be held two weeks after the failed meeting. Should there still be no quorum the Faculty Council shall be empowered to appoint a President who shall then appoint a slate of officers with the approval of the Adviser.

Election to each office shall be by a majority vote of those casting ballots.

The Principal in consultation with the Adviser shall appoint the Faculty Council. The Adviser shall prepare a list of names of faculty who are interested in serving on the counsel. The counsel will be appointed from this list. The Adviser shall serve as a non-voting member of the Faculty Council.

Article VIII Finances and Dues

Funds of the organization may and shall be used for the following purposes: pins, commencement recognition, community service projects, administrative/organizational costs, banquets and initiations. Other uses can be determined by majority vote of the chapter.

Dues shall be \$5.00 per year and will be used towards Chapter expenses.

Article IX Amendments

Amendments to the by-laws of the Chapter may be made at any regular or special meeting, at which there shall be present a quorum. A two-thirds majority vote of those present shall be a mandate to have the faculty counsel consider the merit of the amendment and decide upon the change to these by-laws.