

**Westside High School**  
**Chapter of the National Honor Society**

**By-Laws**

**Article I: Name and Purpose**

**Section 1:** The name of this chapter shall be the Westside Chapter of the National Honor Society of Secondary Schools.

**Section 2:** The objective 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 Westside High School.

**Article II: Selection of Members**

**Section 1:** Membership in this chapter shall be known as active and graduate. Active members become graduate members at graduation. The graduate member has no vote.

**Section 2:** Membership in this chapter in an honor bestowed upon deserving students by the faculty and shall be based on the criteria of *scholarship, service, leadership, and character*.

**Section 3:** Eligibility.

- a. Candidates must be a member of the Junior or Senior Class.
- b. Candidates must have been in attendance at the school the equivalent of one semester. Some candidates may be ineligible for induction because of the semester ruling. Many students, including students of military parents, are required to move with parents or guardians who have transferred their work. The present school principal should seek a recommendation from the previous school principal pursuant to the candidates' selection. Based on the recommendation of the previous principal, the Faculty Council may waive the semester regulation.
- c. Candidates must have a cumulative grade point average of a numerical **88**. All students who can rise in scholarship to or above this standard may be admitted to *candidacy*.
- d. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be determined on the basis of service, leadership, and character

**Section 4:** The selection of each member to the chapter shall be by the majority vote of the Faculty Council consisting of five faculty members appointed by the principal. The chapter advisor shall be the sixth, non-voting member of the Faculty Council.

**Section 5:** Candidates become members when inducted at a special ceremony.

**Section 6:** A description of the selection procedure shall be published in an official school publication that is widely available in a timely fashion to all students and parents of the school. The selection procedure shall be determined by the Faculty Council and shall be consistent with the rules of the National Honor Society.

**Section 7:** The National Council and the NASSP shall not review the judgment of the Faculty Council regarding selection of individual members to local chapters.

### **Article III: Dismissal**

**Section 1:** The procedure for dismissal shall be determined by the Faculty Council in compliance with the rules and regulations of the National Honor Society. A written description of the dismissal procedure shall be available to interested parties.

**Section 2:** Violation of criminal law or school regulations when at school or involved in school-related activities can result in dismissal of a member

**Section 3:** Offenders of the school code of conduct will receive a written warning and notification. A conference may be requested by either party. If a member is involved in another violation of the school conduct code, the member may be dismissed.

**Section 4:** Members who fall below the standards which were the basis for their selection shall be promptly warned in writing by the chapter adviser and given one grading period to show improvement and one semester to correct the deficiency, except that in flagrant violation of school rules or civil laws a member does not necessarily have to be warned.

**Section 5:** In all cases of impending dismissal, a member shall have a right to a hearing before the Faculty Council. For the purposes of dismissal, a majority vote of the Faculty Council is required.

**Section 6:** Dismissed students may appeal the decision of the Faculty Council under the same rules for disciplinary appeals in the school district. Dismissed students are to surrender any membership emblems to the advisor.

**Section 8:** The National Chapter and the NASSP shall hear no appeals in dismissal.

### **Article IV: Meetings**

**Section 1:** Each chapter shall have regular meetings during the school year on days designated by the executive committee and in accordance with school policy and regulations. Westside's Chapter of the National Honor Society shall meet on the second Wednesday of each month.

**Section 2:** Each member is required to attend at minimum half of all of the regular monthly meetings. Elected officers should attend every meeting.

### **Article V: 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. Each member shall accumulate at least 4 hours in Westside NHS sponsored and planned group service projects.

**Section 3:** These projects shall have the following characteristics: fulfill a need within the school or community, have support of the administration and 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, which reflects his or her particular talents or interests and as approved by the faculty advisor. Each member shall accumulate 10 hours doing individual hours. This is in addition to chapter projects to which all members contribute.

**Section 5:** If a member is short on NHS group hours, they may count any hours above the required 10 hours of individual work towards their group hours at one half the rate (i.e. After 10 individual hours, 1 hour of individual service counts as ½ hours of group service). Group service is strongly encouraged. In addition, extra hours in group service can count toward individual time at the full rate (i.e. After 4 group hours, 1 hour of group service counts as one hour of individual hours).

**Section 6:** If a member signs up for an activity and does not show without a good excuse more than once, their hours will be deducted by ½ for each missed sign-up.

## **Article VI: Officers**

**Section 1:** The Officers of the chapter shall be President, Vice President, Secretary, and Treasurer.

**Section 2:** Student Officers shall be elected at the last meeting of each school year. All returning members are eligible to run for a position as an officer. A majority vote shall be necessary to elect any officer of this chapter. If a first vote does not yield a majority, then a second vote will be taken between the two candidates receiving the highest number of votes.

**Section 3: President.** The President shall be elected by the members. He/She shall have the following duties:

- To preside over the regular meetings
- Speak on behalf of NHS
- Provide the agenda for the meetings

**Section 4: Vice President.** The Vice President's duties shall consist of:

- Temporary or permanent replacement for the president if the president is required to step down or is absent from a meeting
- Assist the Secretary in taking attendance at meetings and activities

**Section 5: Secretary.** The Secretary's duties shall consist of:

- Assist the Secretary in taking attendance at meetings and activities
- Make sure the NHS notebook remains organized throughout the year
- Keep the minutes for each meeting and file the minutes in the notebook

**Section 4: Treasurer.** The Treasurer's duties shall consist of:

- Keep a treasury report
- Provide treasury reports at meetings
- Serve as co-chair for any fundraiser committees

## **Article VII: 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 of the chapter.

## **Article VII: Dues**

**Section 1:** Annual dues for this chapter shall be \$15 for new members and \$10 for returning members.

**Section 2:** Dues shall be payable to the treasurer within 30 days of induction.

### **Article IX: Amendments**

**Section 1:** These by-laws may be amended by a 2/3 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 II and III, 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.

Signatures:

Chapter President,

Secretary,

Advisor,

Principal,