

National Honor Society

Cardinal Chapter

**Doniphan-Trumbull High
School**

Chapter Bylaws

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Article I Name and Purpose

Section 1 The name of this organization shall be the Cardinal Chapter of the National Honor Society of Secondary Schools (NHS)

Section 2 The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, to develop character in the students of secondary schools, and to recognize students who exemplify the qualities of NHS.

Section 3 The Cardinal Chapter of National Honor Society shall adopt the official emblem, motto, colors, and flower of the National Honor Society.

Article II Faculty Personnel

Section 1 Principal

- The principal shall reserve the right to approve all activities and decisions of the chapter
- The principal shall annually appoint a member of the faculty as chapter adviser, who may serve consecutive terms.
- The principal shall receive appeals in cases of non-selection of candidates and the disciplining or dismissal of members.

Section 2 Chapter Adviser

- The chapter adviser shall be responsible for the direct, day-to-day supervision of the chapter and act as liaison between faculty, administration, students and community.
- The chapter adviser shall maintain files on membership, chapter history, activities, and financial transactions. The chapter adviser shall send the annual report to the national office.
- The chapter adviser shall regularly review each member for compliance with Society standards and obligations.
- The chapter adviser shall help the chapter officers understand and carry out their duties.
- The chapter adviser shall be an ex-officio, non-voting sixth member of the Faculty Council.
- The chapter adviser shall be a member of the faculty, appointed annually by the principal, and may serve consecutive terms.

Section 3 Faculty Council

- The Faculty Council shall consist of five voting faculty members appointed annually by the Principal and Chapter Adviser. The Chapter Adviser shall be an ex-officio, non-voting, sixth member of the Faculty Council. No Principal may be included on the Faculty Council.
- The term of the Faculty Council shall be one year, members may be appointed to consecutive terms.
- The Faculty Council shall meet at least once a year to review the procedures of the chapter, select new members, and consider disciplinary actions of the chapter.
- The Faculty Council members are representatives of the entire faculty and shall do their best to make representative decisions.

Article III

Membership

Section 1

Membership Criteria

- Membership in the Cardinal Chapter of National Honor Society is open to students during the second semester of their 10th, 11th, and 12th grade years.
- Membership is an honor bestowed upon the student. Selection, as outlined in Article IV, is based on outstanding scholarship, character, leadership, and service.
- Once selected, members have the responsibility to continue to demonstrate these qualities.

Section 2

Types of Membership

- Active – Current students at Doniphan-Trumbull High School. These members have been inducted into the Cardinal Chapter and have a voice and vote in chapter affairs. Active members are expected to maintain the standards of the society by which they were selected.
 - Transferring an Active Membership – Students that transfer to Doniphan-Trumbull High School from another school that had been active members of the previous high school National Honor Society chapter can transfer their membership to the Cardinal Chapter. Proof of membership, typically in the form of a letter from the old school or membership certificate, shall prove prior membership. Transfer members must meet the new chapter's standards within one semester in order to retain membership. The Principal, Chapter Advisor, and Faculty Council shall review transfer members when necessary.
- Graduate – Active members become graduate members upon graduation. Graduate members have no vote or voice in Chapter activities.
- Honorary Membership – Honorary membership may be granted to individuals who have extended outstanding service to the school or community in keeping with the purposes of the National Honor Society. The Faculty Council shall make all decisions to offer Honorary Membership to individuals. Honorary members have no voice or vote in chapter affairs.

Section 3

Obligations of Membership

- To retain membership in the Cardinal Chapter of National Honor Society, all active members must maintain the standards by which they were selected.

Section 4

Officers

- Officers of the Cardinal Chapter of National Honor Society shall be selected each spring following graduation of senior members.
- Officers shall be chosen by vote of active members. The member themselves, other active members, and the Chapter Adviser are able to nominate members for office.
- The following officers shall be filled: President, Vice President, Secretary, Treasurer and Student Council Representative (when requested by the Student Council)

Article IV

Selection of Members

Membership is open to those students who meet the required standards in four areas of evaluation: scholarship, leadership, service and character. Standards for selection are established by the national office of NHS and have been revised to meet our local chapter needs.

Section 1

Eligibility for Membership

To be eligible for membership, the candidate must be a member of the 10th, 11th, or 12th grade class. Candidates must have been in attendance at DTHS for one full semester. Some candidates may be ineligible for induction because of the semester ruling. The Faculty Council may waive the semester regulation if given a letter and records from the previous school principal pursuant to the candidate's selection. For the scholarship criterion, a student must have a cumulative scholastic average (GPA) of at least a 3.0 on a 4.0 scale.

Section 2

Selection Procedure

- Those students who meet the above criteria are invited to complete a Student Activity Information Form that provides the Faculty Council with information regarding the candidate's leadership and service. A history of leadership experiences and participation in school and/or community service is required. The student's application is rated for Leadership and Service, using a 4.0 scale (1.0 = poor, 2.0 = below average, 3.0 = average, 4.0 = excellent) by each member of the Faculty Council
- To evaluate a candidate's character, all faculty members rate each candidate that returns the Student Activity Information Form. The Faculty Council then uses the average score (which is the same 4.0 scale used by the Faculty Council for leadership and service) towards membership criteria.
- Each candidate's scores on a 4.0 scale for each area (Leadership – Faculty Council score from Application, Service – Faculty Council score from application, and Character – Average from Faculty Rating Sheet) are averaged to determine eligibility for membership into the Cardinal Chapter of National Honor Society. A majority vote of the Faculty Council is necessary for final selection.
- Candidates are notified regarding selection or non-selection by letter.
- Following notification, a formal induction ceremony is held to recognize all the newly selected members.

Article V

Meetings

Section 1

Meetings of the Cardinal Chapter of National Honor Society will be held on a need be basis, determined by the Principal, Chapter Adviser or Active Members. Annual meetings will be held following graduation of senior members for election of officers and at the beginning of the school year for chapter planning.

Article VI

Disciplinary Actions

Section 1

Members who fall below the standards which were the basis for their selection shall be warned in writing by the chapter adviser and given a reasonable amount of time to correct the deficiency, except that in the case of flagrant violation of school rules or civil laws a member does not necessarily have to be warned.

Section 2

Removal from National Honor Society

A student may be removed from the NHS by action of the Principal upon a determination by the Principal that the student:

1. Prior Conduct - Engaged in conduct prior to induction, which was not known at the time of induction and which, if known, would have caused denial of induction.
2. Post-Induction Conduct – Engaged in conduct after induction which is grounds for a student to be long-term suspended or expelled from school under the student code of conduct contained in the student handbook; which

is grounds for suspension or removal from any extracurricular activity of the school, or which would cause denial of induction if such conduct had taken place prior to the time of induction.

The student may appeal the Principal's decision to the Superintendent by giving written notice of appeal to the Superintendent within ten calendar days of receipt of the Principal's removal decision. The appeal procedures shall be established in the discretion of the Superintendent such as to allow a fair opportunity for the student's views and information to be considered. The decision of the Superintendent on the appeal shall be final.

Article VII Provisions for Amendment

Any changes or amendments to these bylaws must be approved by a majority vote of the Faculty Council and majority vote of the current Active Members. Final approval must be granted by the Principal.

Article IIX Appendices

- Appendix 1 National Honor Society History & Development
- Appendix 2 Constitution of the National Honor Society
- Appendix 3 NHS Selection Procedures Guidelines
- Appendix 4 NHS Discipline & Dismissal of Members Guidelines
- Appendix 5 NHS Scholarships & Awards