

NATIONAL HONOR SOCIETY BY-LAWS
PROVIDENCE HALL



HIGH SCHOOL

CHAPTER

ARTICLE I: NAME AND PURPOSE

Section 1. The name of this chapter shall be the Providence Hall Chapter of the National Honor Society of Providence Hall High School in Herriman, Utah.

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 to encourage the development of character in students of Providence Hall High School.

ARTICLE II: MEMBERSHIP

Section 1. Membership in this chapter shall be known as active, honorary, and graduate. Active members become graduate members at graduation. Graduate and honorary members have no 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, and Character.

Section 3. Eligibility:

- a. Candidates eligible for selection to this chapter must be in-coming members of the sophomore, junior, or senior classes.
- 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 Providence Hall High School.
 - i. In the case of a student not meeting the semester attendance requirement, the present school principal should seek a recommendation from the previous school principal or chapter adviser pursuant to the candidate's selection. On the basis of the recommendation from the previous school, the Faculty Council may waive the semester regulation.
- c. Candidates eligible for selection to the chapter shall have a minimum cumulative grade point average of 3.0 out of 4.0. This scholastic level of achievement shall remain fixed, and shall be the required minimum scholastic level of 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, character, and scholarship.

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 at least three faculty members appointed by the principal. There shall always be an odd number of NHS advisors to prevent ties in decisions. All decisions shall be reviewed by the principal before notification is delivered to the students in such matters of induction, continued membership, dismissal, etc.

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 Form for further consideration for selection.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using an official evaluation form provided by the chapter adviser.
- d. The Faculty Council shall review the Candidate Form, disciplinary records and faculty evaluations in order to determine membership.

Section 3. The selection of new, active members shall be held once a year during the first semester of the school year.

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

Section 5. An active member of the National Honor Society who transfers from this school will be given a letter indicating the status of his/her membership and signed by the Principal [*alt., adviser*].

Section 6. An active member of the National Honor Society who transfers to this school will be *automatically* accepted for membership in this chapter, upon receipt of documentation from previous NHS 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/her membership.

ARTICLE IV: DISCIPLINE and DISMISSAL

Section 1. General Expectations: Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from the Providence Hall Chapter of the National Honor Society. A member of the National Honor Society is expected to maintain his/her academic standing and take an active role in service and leadership to his/her school and community.

Section 2. Scholarship Expectations: If a member's cumulative grade point average falls below the standard in effect when he/she was selected (3.0), he /she will be given a written warning, a specified time period for improvement, and a verbal confirmation with an advisor about this warning. If the cumulative grade point average remains below standard at the end of the warning period the student will be subject to further disciplinary action by the Faculty Council that may include dismissal from the chapter.

Section 3. Character Expectations: Violation of the law or school regulations can result in dismissal of a member. These violations include, but are not limited to, DUI, stealing, destruction of property, truancy, or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities. For character violations of this nature, immediate dismissal may be warranted without written warning. However, a dismissal hearing will still be held.

Section 4. Character Expectations: Offenders of the school conduct code (such as use of profanity, cheating, failure to comply, unexcused absence, excessive tardiness, dress code violations, electronic misuse, etc.) will receive written warning notification. A conference may be requested by either party (Faculty Council or student/parent). If the member is involved in another violation of the school conduct code, the member may be dismissed.

Section 5. Service Expectations: Students that fail to meet the service requirements outlined in Article VIII of this document shall be subject to disciplinary action and/or dismissal from the chapter. All students missing service hours shall be given a written warning, a specified time period for improvement, as well as a verbal confirmation of said warning from a NHS advisor.

Section 6. Leadership Expectations: Students that fail to meet the attendance requirements outlined in Article VII of this document shall be subject to disciplinary action and/or dismissal from the chapter. All students not in compliance with the stipulations of Article VII shall be given a written warning, a specified time period for improvement, as well as a verbal confirmation of said warning from a NHS advisor.

Section 7. General process for dismissal:

- Initial probationary letter outlining specific deficiencies along with a specified time period for improvement and a verbal discussion between student and a NHS advisor.
- Final probationary letter reiterating deficiencies and a specified time period in order for the member to make corrections, plus another verbal discussion between the student and a NHS advisor. Final probationary letter shall require a parent signature confirming that the parents have been notified of a possible dismissal of their student from NHS. This confirmation must be returned to a NHS advisor.
- Written notification of the pending dismissal hearing.

- a. The member will receive written notification indicating the reason for possible dismissal, which will be discussed with an adviser in a conference. 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/her at a hearing before the Faculty Council prior to the vote on dismissal (in accordance with due process identified in Article X of the National Constitution). The member has the opportunity to present his/her defense either in person or in writing. The Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member.
- 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, parents, and principal. Dismissed members must surrender any membership emblems to the adviser.
- d. The Faculty Council's decision may be appealed to the building principal.
- e. When a student is dismissed or resigns, he/she is no longer a member and may never again be considered for membership in the National Honor Society.

Section 8. 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, secretary, treasurer, and historian.

Section 2. Student officers shall be elected at the last meeting of each school year. All returning active members in good standing are eligible to run for a position as an officer. All active members of the chapter are eligible to vote.

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.

Section 4. It shall be the duty of the president to conduct the meetings for this chapter. The president is also responsible for the trait of leadership for the chapter.

Section 5. The vice-president shall conduct in the absence of the president and shall also keep a record of members' service contributions. The vice president will also be responsible for the trait of service for the chapter.

Section 6. The secretary shall keep the minutes of meetings and be responsible for all official chapter correspondence.

Section 7. The treasurer shall be in charge of all fundraising efforts as well as report on the financial results of any and all chapter projects and/or events. The treasurer shall also be responsible for the trait of scholarship for the chapter.

Section 8. The historian shall keep a record of all NHS activities engaged in throughout the year and create a written/visual history that shall be submitted to the Faculty Council before the last meeting of the year. He/She shall also be responsible for the trait of character for the chapter.

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 twice per month on the 2nd and 4th Mondays. A schedule will be provided to all members.

Section 2. All chapter members are expected to attend all regularly scheduled chapter meetings. Any member that misses more than two of the bi-monthly meetings without prior notification shall be subject to disciplinary action. Members must give prior notice to an advisor for a missed meeting. If notice to a faculty advisor is not communicated at least 24 hours before a meeting is missed, the member is expected to complete two extra hours of service for each meeting missed beyond the 30 hours that are already required.

ARTICLE VIII: 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.

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, which reflects his or her particular talents and interests and is approved by the chapter adviser. This

is in addition to the chapter's projects to which all members contribute. Each member is required to complete, log, and submit 15 hours of service each semester. First semester hours will be due by the last day of the first semester. Second semester hours will be due 10 days prior to the end of the second semester.

Section 5. The chapter shall publicize its projects in a positive manner.

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.

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

Section 3. Chapter members will receive cords and/or a stole to be worn at graduation based on the following criteria: A one year member shall receive a gold/blue braided cord. A two year member shall receive a gold, blue, black braided cord. A third year member shall receive a Carolina blue stole. These cords will be distributed to members their senior year before graduation. All members in good standing shall be entitled to wear their honorary cords at graduation.

ARTICLE X: DUES

Section 1. Annual dues for this chapter shall be \$20 dollars for the year.

Section 2. NHS dues shall be paid by each member to the school's office within two weeks of the induction ceremony. The student shall provide proof of this payment, by way of receipt, to a member of the Faculty Council within the two-week period.

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 bylaws 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 bylaws 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, III and IV (selection and discipline), which are developed by the Faculty Council with the approval of the principal.

Section 2. Bylaws and amendments must be consistent with the Constitution of the National Honor Society.

Revision Date: August 29, 2020

Covid Supplement 2020-2021

Meeting requirements still apply per Article VII, Section II. All after school meetings will follow health guidelines as outlined in the school's health plan, including wearing a mask, social distancing, and sanitizing. To accommodate these regulations, NHS members will meet in smaller groups in multiple classrooms. All NHS meetings will be broadcast via zoom for those who cannot attend in person.

All members of NHS and their parents must sign and submit an Acknowledgement of Risk form before they will be allowed to attend and participate in meetings and/or activities.

Please sign and return THIS page of the Providence Hall Chapter of NHS Bylaws for the 2020-2021 school year. By signing this document you have verified that you have read, understand, and agree to follow all of the requirements required of an NHS member.

I have read and understand the NHS by-laws and agree to follow all requirements of the Providence Hall National Honors Society.

Student name : _____

Student signature: _____

Parent name: _____

Parent signature: _____

The Providence Hall Chapter of NHS maintains policies and practices that are designed to prevent discrimination against any qualified candidate or member on the basis of race, color, religion, ancestry, national origin, gender, sexual orientation, and disability. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.

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