

**NATIONAL HONOR SOCIETY
Samurai Chapter
ROCKWALL HIGH SCHOOL**



Chapter Bylaws
Of the
SAMURAI Chapter
Of the
National Honor Society
Adopted and Revised February 14, 2019

ARTICLE I: NAME

The name of this chapter shall be the Samurai Chapter of the National Honor Society of Rockwall High School.

ARTICLE II: PURPOSE

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 Rockwall High School.

ARTICLE III: POWERS

Section 1. This chapter operates under the direction of and in full compliance with the National Constitution of the National Honor Society.

Section 2. The chapter advisers are given the authority to supervise the administration of chapter activities as delegated by the school principal.

Section 3. Final authority on all activities and decisions of the chapter resides with the school principal.

Section 4. Non-discrimination. Our 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, sexuality, and disability.

ARTICLE IV: MEMBERSHIP

Section 1. Membership in this chapter is an honor bestowed upon deserving students by the faculty and shall be on the criteria of scholarship, service, leadership, and character.

Section 2. Membership in this chapter shall be known as active and graduate. Active members become graduate members at graduation. Graduate members have no voice or vote in chapter affairs.

Section 3. Eligibility

- a. Candidates eligible for selection to this chapter must be members of the sophomore, junior, or senior class of Rockwall High School.
- b. To be eligible for selection to membership in this chapter, the candidate must have been enrolled for a period equivalent to one semester at Rockwall High School.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative grade point average of 4.25 on a 5.0 scale. [Note: while individual chapters can raise the level of GPA performance, the standard must still remain as a cumulative GPA. Chapters are discouraged from allowing their GPA standard to change on an annual basis, but are encouraged to maintain and publicize this standard to assist students in setting goals for achieving this level of academic performance.]
- d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered, based on their service, leadership, and character.

ARTICLE V: SELECTION OF MEMBERS [Note: While selection procedures must be published and available as required by Article IX, Section 4, it is not required for the selection procedure to be included in the local chapter bylaws. The selection procedure can exist as a separate document with a shorter, less detailed rendition included in this section.]

Section 1. The selection of members to this chapter shall be by a majority vote of the Chapter Advisors, which consists of two faculty members appointed by the principal.

Section 2. The selection of active members shall be held twice a year both during the fall and spring semesters.

Section 3. Prior to the final selection, the following shall occur:

- a. Students academic records shall be reviewed to determine scholastic eligibility.
- b. Sophomores who are eligible scholastically (i.e., candidates) shall be notified and asked to complete and submit the Student Activity Information form (a.k.a., the “Candidate’s Form”) for further consideration. Juniors and seniors will both be required to collect the application form from the faculty sponsors when application time has been announced. They will be responsible for their own application processes.
- c. The faculty advisors shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser.
- d. The faculty advisors shall review the Student Activity Information Form, faculty evaluations, and other relevant information to determine those who fully meet the criteria for membership.

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

Section 5. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter. The Faculty Advisors 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 VI: OBLIGATIONS OF MEMBERS

Section 1. Annual dues for this chapter shall be \$20. Dues will be payable to the chapter by the second meeting of the school year.

Section 2. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be entitled to wear the emblem adopted by the National Honor Society.

Section 3. Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor cords [or other insignia adopted] at graduation.

Section 4. Mandatory attendance at monthly meetings. Students are allowed to miss one meeting a semester without consequence. School sponsored activities are the exception. Students will be required fill out a Google form no later than two days prior to the meeting in order to receive an excused absence for school related events.

Section 5. Tardiness

- Two tardies equals an absence.
- All meetings begin at 8:10. If members are not checked in by 8:15, they are tardy. If members are not in the meeting by 8:20, it is considered an absence. All members are still welcome, and encouraged to come in, but it will not be

excused. All documents missed will be placed in the NHS Google Classroom. Members are responsible for anything that is missed during an absence.

Section 6. All members are required to log fifteen hours of community service per semester. The break down of the hours required is below:

- 9 general [nothing family related. Member hours must be for the better of the community.]
- 3 special [these hours need to fulfill a need within the school, must be approved by the Faculty Advisors]
- 3 tutoring [one of the three needs to be in the student tutoring center]

ARTICLE VII: OFFICERS

Section 1. The officers of the chapter shall be president, vice president, secretary, secretary, historian. Both the senior and junior classes will have separate offices.

Section 2. Student officers shall be chosen by the last meeting of each school year. All returning members in good standing with the chapter are eligible to run for a position as an officer. Any active member can nominate an eligible member as a candidate for officer.

The procedure for selecting officers will be as follows:

- Officer applications will be available for a three week period. No late applications will be accepted.
- If there are more than five applicants for senior officers, the pool shall be narrowed down by a vote at the April meeting.
- When the applicant pool has been narrowed, each applicant will come in for an interview with the chapter advisors and the outgoing senior officers. The committee will determine the choices from there.

Section 3. Voting shall be by secret ballot. 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. There will be one president of the organization chosen from the senior class. It shall be the duty of the president to preside at the meetings of the chapter, and serve as the official representative of the chapter at school and community functions. Read and become familiar with the RHS NHS Chapter Bylaws and National NHS Constitution

The duties specific to the president are as follows:

- Organize, plan, and assume primary leadership role to ensure the overall success
- Call, organize, and preside over both officer and general meetings
- Oversee responsibilities of officers and work with officers as needed
- Coordinate with chapter advisors as needed
- Coordinate with chapter advisors on what does and does not qualify as special service hours
- Coordinate and help plan induction ceremony

Section 5. The vice-president shall preside in absence of the president.

The specific duties of the senior vice president are as follows:

- Assist the president when needed and fulfill the president's role in his/her absence
- Plan and coordinate at least three community service projects each semester
- Serve as a liaison for all community projects; network and partner with other student organizations.
- Add service opportunities to NHS calendar.
- Help take senior attendance at meetings

The specific duties of the junior vice president are as follows:

- Assist the senior vice president when needed
- Serve as liaison for all junior officers
- Coordinate and plan induction ceremony
- Prepare and deliver induction invitations
- Help take junior attendance at meetings

Section 6. There will be two secretaries per class. It will be the duty of the secretary to keep the minutes and attendance records for meetings and be responsible for all official correspondence.

The specific duties of the senior secretaries are as follows:

- Organize all senior member documents such as information sheets, contracts, and hour slips
- Record senior attendance into senior binder on information sheets after every member meeting
- Keep up-to-date documents of member's activities
- After seniors turn in documents, compile a list of those who are missing certain documents
- Help take senior attendance at meetings

The specific duties of the junior secretaries are as follows:

- Organize all junior member documents such as information sheets, contracts, and hour slips
- Record junior attendance into junior binder on information sheets after every member meeting
- Keep up-to-date documents of member's activities
- After juniors turn in documents, compile a list of those who are missing certain documents
- Help take junior attendance at meetings

Section 7. It will be the duty of the historians to make sure records are being maintained and to keep track of violations that may lead members to probation.

The specific duties of the senior historian are as follows:

- Scan frequently for those within the senior class who need to be put on probation. Look at attendance, absence of overdue documents, hours, and dues.
- Create, organize, and accumulate PowerPoints throughout the year. Place on Google Classroom
- Manage technology aspects in meetings

The specific duties of the junior historian are as follows:

- Scan frequently for those within the junior class who need to be put on probation. Look at attendance, absence of overdue documents, hours, and dues.
- Help take junior attendance at meetings

Section 8. Officers and the faculty adviser(s) shall collectively be known as the Chapter's Executive Committee. The executive committee shall establish annual goals for the chapter and have general charge of the meetings and business of the chapter, but any action by the executive committee is subject to the review of the chapter members.

ARTICLE VIII: Meetings

Section 1. Regular meetings of this chapter shall be on the first Friday of each month. The president with the approval of the adviser(s) can call special meetings. They will begin promptly at 8:10. [See Article VI: Section 5. for information on tardy policies]

Section 2. This chapter shall conduct its meetings according to Robert's Rules of Order.

Section 3. Members are expected to attend all chapter meetings. [See Article VI: Section 4. for information on mandatory member attendance]

ARTICLE IX: 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 to fulfill obligations for service hours.

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 service projects, which reflects his or her particular talents and interests, and as approved by the chapter advisers.

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

ARTICLE X: DISCIPLINE and DISMISSAL of MEMBERS

Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be considered for discipline or dismissal from the Samurai 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. If a member's cumulative grade point average falls below the standard in effect when he/she was selected, 4.25, he/she will be given a written warning and one semester for improvement. 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 includes consideration of dismissal from the chapter.

Section 3. Violations of the law or school regulations can result in immediate considerations of the dismissal of a member (see section 5 below). These violations include, but are not limited to, DWI, stealing, destruction of property, cheating, truancy, or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities or in the community.

Section 4. 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 or student/parent.) If the member is involved in another violation of the school conduct code, the member may be considered for dismissal.

Section 5. Chapter officers, as representatives of the chapter, can be removed from their positions as consequences of disciplinary action taken by the Faculty Council.

Section 6. In all cases of pending dismissal:

- The member will receive written notification from the advisor/Faculty Council indicating the reason for consideration of dismissal.
- The member will be given the opportunity to respond to the charge(s) against him/her at the hearing before the Faculty Council prior to any 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 via a written statement presented in lieu of the face-to-face hearing. Following the hearing, the Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member.
- The results of the Faculty Council vote will be presented to the principal for review, and then state in a letter sent to the student and parents. Dismissed members must surrender any membership emblems to the advisor.
- The Faculty Council's decision may be appealed to the building principal and afterwards according to the provisions of the school district discipline policies.
- A member who is dismissed or resigns may never again be considered 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 XI: RATIFICATION, APPROVAL, and REVIEW.

Section 1. These bylaws will be approved upon receiving a two-thirds affirmative vote of all active members of the chapter, a majority affirmative vote in the Faculty Council, and approval by the administration.

Section 2. These bylaws shall be reviewed and if necessary, revised within five years from the date of approval noted on this document.

ARTICLE XII: AMENDMENTS

These bylaws may be amended by 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 V and X, which are developed by the Faculty Council with the approval of the principal (selection and discipline).

[NOTE: It is recommended that the Ratification and Amendment articles be final articles. Should the chapter wish to insert additional articles, that is permissible.]

Last updated September 2019