

The Horry County Schools Scholars Academy Chapter of the National Honor Society By-Laws

Article I: Name and Purpose

Section 1. The name of this organization shall be the Horry County Schools Scholars Academy Chapter of the National Honor Society.

Section 2. The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of the Scholars Academy.

Section 3. All chapters must adopt and follow the National Constitution, as obligated in the chartering agreement signed by each participating school. Accordingly, the Constitution of the National Honor Society is the primary source for policy information for the Scholars Academy Chapter. The established bylaws are consistent with the Constitution and policies established by the National Council.

Article II. Vested Powers

Section 1. The control of this organization shall be vested in the Faculty Council.

Section 2. The Faculty Council, appointed by the principal, shall consist of one guidance counselor and four classroom teachers who represent the major academic areas of the school **or** five classroom teachers, according to the decision of the principal. The principal will also appoint a faculty adviser who shall serve as recording secretary and facilitator of the chapter, governed by the decisions of the Council and the principal. The chapter adviser is an ex officio, nonvoting, sixth member of the faculty council.

Section 3. These five members must be approved by the principal each year.

Section 4. All decisions reached by the Faculty Council will be obtained through a majority vote.

Section 5. The principal shall reserve the right to approve all activities and decisions of the chapter. The principal also reserves the right to veto any and all decisions of the Faculty Council.

Section 6. The principal shall receive appeals in cases of non-selection of candidates and the disciplining or dismissal of members. The principal may ask the Faculty Council to reach a decision on appeals.

Article III The Chapter Adviser

Section 1. 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.

Section 2. The chapter adviser shall maintain files on membership, chapter history, activities, and financial transactions.

Section 3. The chapter adviser will review each member each grading period for compliance with Society standards and obligations. When a member's grade average falls below the chapter's standard, the adviser will inform the student and his/her parents. The member will then be on probation until the next grading period when the grade average must meet the standard. While on probation, the member may not participate in an induction ceremony. If the GPA does not improve, the student may be dismissed from the chapter. Grading period is defined as a semester. Therefore student grades are reviewed two times each year, following first semester grades in January, and final grades in June.

If a student fails to adhere to chapter bylaws, i.e. attendance and service requirements, he/she may be placed on probation and then dismissed if there is no improvement. He/She may appear before the Faculty Council or principal for appeal.

On issues concerning questionable character or behavior of a chapter member, the adviser will discuss the matter with the Faculty Council. Before making a decision on membership, the Council may listen to the member and to his/her parents, who may appear before the Council to speak and to answer questions deemed pertinent by the Council. The Council will then vote, with majority rule applying to the member's retention or dismissal.

Article IV: Membership Requirements and Selection

- Section 1. Membership in the Scholars Academy National Honor Society is an honor bestowed upon a student. Selection is made by the Faculty Council and is based on outstanding scholarship, character, leadership, and service.
- Section 2. **SCHOLARSHIP:** The grade point average requirement is a minimum 4.250 based on the SC Uniform Grading Policy. This GPA requirement is based on GPA official calculation at the end of the sophomore and/or junior year. Students who have been placed on academic probation more than one time are not eligible for membership
- Section 3. **LEADERSHIP:** Students who are eligible based on GPA must submit a list and brief description of their leadership activities, which may include leadership activities at the Scholars Academy, in the student's base school, religious organizations, and/or in the community. Students must also submit a paragraph identifying their most meaningful leadership experience and describing why this experience was their most meaningful one. Students must also provide names of adult supervisors and/or sponsors with whom they worked and a working e-mail/phone number to contact them. Faculty Council members will research the eligible candidates using the students' submitted lists of leadership activities and contact information.
- Section 4. **SERVICE:** Students who are eligible based on GPA must have completed the 24 hours of community service required each year at the Scholars Academy. Therefore students eligible at the end of the sophomore year for induction in the junior year must have completed at least 48 total hours of community service. Students eligible at the end of the junior year must have completed at least 72 hours of community service. Documented and signed hours of community service must be turned in by the due date of May 1st each year. Community service hours turned in after May 1 will not be counted for membership in National Honor society. The May 1st deadline must be met each year. No extensions will be allowed. Service hours must be turned in directly to the adviser of NHS by the student when submitting his/her application.
- Section 5. **CHARACTER:** Any student who has a documented cheating offense or Level 2 offense within the last year will not be eligible for membership. Any student who has 3 or more documented Level 1 offenses will not be admitted. Any student with a documented level 3 offense will not be admitted.
- Section 6. Faculty members will receive a list of eligible students, i.e. those students who meet preliminary eligibility criteria listed in Article IV, Sections 2-5. Each faculty member may comment on the students' evidence of work ethic, leadership, service, and character. The Faculty Council will receive these forms and surveys to read for their deliberations. In addition, each Faculty Council member will research the eligible candidates, using their surveys as guidelines. During the meeting to choose inductees, the Council will discuss each student and then vote by secret ballot. A student will be selected by majority vote. The adviser will tally the votes and announce to the Council the names of the new members.

Article V. Induction of Members

- Section 1: Candidates become members when inducted at a special ceremony held as soon as possible in the fall of each school year.
- Section 2: National Honor Society is a national organization; therefore, a student may only have one secondary school opportunity for membership. Because the opportunity for membership is available at Scholars Academy, **students may only apply to the Scholars Academy NHS; Scholars Academy students are not allowed to apply to their base school NHS.**
- Section 3: Students inducted into the Scholars Academy Chapter of the National Honor Society must read the official NHS Bylaws and verify with their signature that they understand and will comply with the chapter rules.
- Section 4: Students who are dismissed from the Scholars Academy NHS are never again eligible for membership at the Scholars Academy NHS.
- Section 5: Students who are dismissed from the Scholars Academy NHS, but still meet eligibility requirements at his/her base school may not transfer membership to the base school.
- Section 6: Members of the Scholars Academy NHS will pay dues in the amount of \$15 each year. Dues must be paid by the end of October. Stoles and/or cords will be provided for each student by his/her base school for an additional cost.

Article VI: Membership Retention

To retain membership in Scholars Academy NHS, members must meet the following criteria. Membership is retained based on review of all criteria.

Section 1. Scholarship: NHS members must maintain a 4.250 GPA. The chapter adviser will review each member's cumulative grade point average each semester. When a member's GPA falls below 4.250, the member will be placed on probation for one semester. The student and parents will be informed in writing by the chapter adviser. If the 4.250 GPA is not met the subsequent semester, the student will be dismissed from the chapter. Removal from the Scholars Academy NHS is effective immediately

Section 2: Leadership: NHS members must maintain the qualities of good leadership. A student who exercises leadership:

- Is resourceful in proposing new problems, applying principles, and making suggestions
- Demonstrates initiative in promoting school activities
- Exercises positive influence on peers in upholding school ideals and spirit
- Contributes ideas that improve the civic life of the school
- Is able to delegate responsibilities
- Exemplifies positive attitudes
- Inspires positive behavior in others
- Demonstrates academic initiative
- Successfully holds school offices or positions of responsibility
- Conducts business effectively and efficiently
- Demonstrates reliability and dependability
- Is a leader in the classroom, at work, or in other school or community activities
- Is dependable in any responsibility accepted

Specifically, each member must be the leader or coordinator of a school event during at least one semester prior to graduation. Some out of school leadership or coordinator positions *may* be approved by faculty council. Any leadership or coordinator activity that a NHS member wishes to use as their completion of the leadership requirement must be approved by Faculty Council **prior** to the activity to assure it will meet the leadership requirement. A form will be provided for submission to Faculty Council. *Some students may be approved for positions of leadership held in other organizations.* It is possible to acquire leadership and service consideration for the same project if the student provides exceptional leadership in the carrying out of a group service project.

Section 3: Service: Service is generally considered to be those actions undertaken by the student which are done with or on behalf of others without any direct financial or material compensation. The student who serves:

- Volunteers and provides dependable and well-organized assistance, is gladly available, and is willing to sacrifice to offer assistance
- Works well with others and is willing to take on difficult or inconspicuous responsibilities
- Cheerfully and enthusiastically renders any requested service to the school
- Is willing to represent the class or school in interclass and interscholastic competition
- Does committee work without complaint
- Participates in some activity outside of school (e.g. Girl Scouts, Boys Scouts, religious groups, volunteers services for the elderly, poor, disadvantaged)
- Mentors persons in the community or students at other schools
- Shows courtesy by assisting visitors, teachers, and students

In addition to the 24 hours of community service required of Scholars Academy students, NHS members must complete an additional 10 hours of Community service each year. These additional 10 hours must be completed in specific NHS projects. NHS projects will be determined by NHS student members.

Section 4: Character: The student of character:

- Takes criticism willingly and accepts recommendations graciously
- Consistently exemplifies desirable qualities of behavior such as cheerfulness, poise, friendliness (stability)
- Cooperates by complying with school regulations concerning property, programs, office, halls, etc.
- Demonstrates the highest standards of honesty and reliability
- Regularly shows courtesy, concern, and respect for others
- Observes instructions and rules, is punctual, and faithful both inside and outside of the classroom

- Manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing an unwillingness to profit by the mistakes of others
- Actively helps rid the school of bad influences or environment

Specifically, once inducted into the Scholars Academy Chapter of the National Honor Society, **any additional level 1 discipline violation (other than tardies) will result in the student being placed on probation and receiving a written notice of probation. Any additional level 1 discipline violation (except tardies) will result in revocation of membership in NHS.**

Once inducted into the National Honor Society **any cheating** offense will result in immediate revocation of membership in NHS.

Once inducted into the National Honor Society **any level 2/3 discipline violation will result in immediate revocation of membership in NHS.**

All violations will be reviewed by the Faculty Council.

Article VI: Meetings and Activities

Section 1: The chapter shall meet a minimum of one time each month during the school year. The meeting dates will be determined by the Chapter Adviser and officers.

Section 2: Each member may miss no more than one meeting during the school year. Members will be put on probation for nonattendance without a valid excuse. Any unexcused absence afterward will result in revocation of membership in NHS. Induction ceremonies and practices are considered “meetings.” In order to participate in an induction ceremony, members must attend all induction ceremony rehearsals.

Article VII: Officers

Section 1: Officers shall be the President, Vice-President, Secretary, and Treasurer.

Article VIII: Election of Officers

Section 1: For the beginning of the chapter, election of officers will take place as soon as possible after the first induction ceremony. For subsequent years, election of officers will take place during May.

Section 2: Each member desiring to run for office must submit an intent form indicating the office he/she desires, and acknowledging an understanding of the duties of that office. Membership/probationary status will be confirmed by the chapter adviser. Students currently on probation will not be eligible to run for office.

Section 3: A ballot will be prepared by the chapter adviser and election will take place by secret ballot.

Article IX: Duties of Officers

Section I. It shall be the duty of the **president** to:

- Preside at all meetings of the chapter and executive committee using *Robert's Rules of Order*.
- Produce and provide to members an agenda for each executive committee and chapter meeting
- Represent the chapter at all public occasions
- Appoint all necessary committees
- Coordinate, delegate, and supervise the activities of all officers and committees*

Section II. It shall be the duty of the **vice president** to:

- Perform the duties of the president in the absence of the president
- As delegated by the president, coordinate, delegate, and supervise the activities of all committees*
- Perform the duties delegated by the president
- Represent the chapter when asked

Section III. It shall be the duty of the **secretary** to:

- a. Keep the minutes of all monthly meetings
- b. Keep the minutes of each executive meeting
- c. Conduct the correspondence of the chapter, including notices of meetings to members
- d. Preserve, as directed, all records of the chapter
- e. Perform any duties delegated by the president
- f. Represent the chapter when asked

Section IV. It shall be the duty of the **treasurer** to:

- a. Keep an accurate account of the money collected and spent by the association
- b. Collect all dues, scholarship, and charity money for the association
- c. Receipt all monies received and remand to the faculty adviser
- d. Notify members of any dues in arrears
- e. Represent the chapter when asked

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