



National Honor Society Charter - Holy Spirit Preparatory School

ARTICLE I: NAME AND PURPOSE

Section 1--The name of this chapter shall be the Holy Spirit Preparatory School Chapter.

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 Holy Spirit Preparatory School.

ARTICLE II: MEMBERSHIP

Section 1--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 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 election to this chapter must be members of the sophomore, junior, or senior class.

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 Holy Spirit Preparatory School.

c. Candidates eligible for selection to the chapter shall have a minimum cumulative GPA of 3.75 (out of 4.0). This scholastic level of achievement shall remain fixed, and shall be the required minimum level of scholastic achievement for admission.

d. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be considered based on their service, leadership, and character.

e. Service – Candidates must fulfill their service hour requirements in order to be invited to membership and must demonstrate active community service activities.

f. Leadership – Candidates must hold a leadership position in a House, Sea Cadets, sports activity, club or have earned the title of Head Boy or Head Girl in order to be considered for membership.

g. Character – Candidates must be of good and moral character and may not have committed any infractions as defined in Article IV.

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 five faculty members appointed by the principal. The chapter adviser shall be the sixth, nonvoting, ex officio member of the Faculty Council.

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

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

Section 3--The selection of new active members shall be held once a year during the second semester of the school year. Juniors and Sophomores will be considered based on cumulative GPA at the end of the first semester each school year. Freshmen will not be considered until their sophomore year.

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

Section 5--Once selected and inducted, all members are expected to maintain the standards by which they were selected and maintain all obligations of membership.

Section 6--An active member of the National Honor Society who transfers from this school will be given a letter indicating the status of his or her membership and signed by the principal or chapter adviser.

Section 7--An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this 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 or her membership.

ARTICLE IV: DISCIPLINE AND DISMISSAL

Section 1--Any member who falls below the standards of scholarship, leadership, character, or service may be considered for dismissal from the Holy Spirit Preparatory School chapter of the National Honor Society. A member of the National Honor Society is expected to maintain his or her academic standing and take an active role in service and leadership to his or her school and community.

Section 2--If a member's cumulative GPA falls below the standard in effect when he or she was selected (3.75), he or she will be given a written warning and a time period for improvement. If the cumulative GPA remains below standard at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council, which may include consideration of dismissal from the chapter.

Section 3--If a member fails to perform any of the published obligations of membership, he or she will be given a written warning and a time period for improvement. If the obligation remains unmet at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council, which may include dismissal from the chapter.

Section 4--Violation of the law or school regulations can result in dismissal of a member. These violations include, but are not limited to, DWI; stealing; destruction of property; cheating; plagiarism, truancy; or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities. Additionally, the student must not be found guilty of any Honor Code violations, and not have more than two In School Suspensions (ISS).

Section 5--Offenders of the school conduct code (such as use of profanity, unexcused absence, excessive tardiness, etc.) will receive written warning notification and given

sufficient time to improve. If the obligation remains unmet at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council, which may include dismissal from the chapter.

Section 6--In all cases of pending dismissal:

- a. The member will receive written notification indicating the reason for possible dismissal from the adviser or Faculty Council. The member and adviser will discuss the written notification 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 or her at a hearing before the Faculty Council prior to the vote on dismissal. 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 principal and afterwards to the President.
- e. When a student is dismissed or resigns, he or she is no longer a member and may not be reconsidered for membership in the National Honor Society.
- f. A member who is dismissed will not be allowed to wear National Honor Society regalia at graduation.

Section 7--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, and secretary.

Section 2--Student officers shall be elected at the last meeting of each school year. All returning active members are eligible to run for a position as an officer. All active members of the chapter are eligible to vote. Chapter officers will be elected in April of each year and will serve until the following April.

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. The following duties should reflect the responsibilities developed for officers in the local chapter.

Section 4--It shall be the duty of the president to preside at the meetings for this chapter.

Section 5--The vice president shall preside in the absence of the president and shall also keep a record of members' activities.

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

Section 7--Officers would be relieved of their duties without prejudice at the request of the officer or for failure to perform their official duties. These cases will not result in dismissal from the chapter.

Section 8 – In the event an Officer resigns or is removed from their position, the Faculty Council will appoint a new Officer from a list of students who may be interested in the position. This new Officer must then run for re-election at the next regular scheduled election.

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 monthly, but may be more frequent if special business needs to be discussed.

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

Section 3--All chapter members are invited to attend all regularly scheduled chapter meetings.

ARTICLE VIII: ACTIVITIES

Section 1--The chapter shall give consideration to the service projects which are undertaken by the school.

Section 2--All members must meet the service hour requirements already established.

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 that reflects his or her particular talents and interests.

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

Section 3--Chapter members who are seniors in good standing shall be granted the privilege of wearing the graduation regalia adopted at the local level at graduation.

ARTICLE X: DUES

Section 1--Annual dues for this chapter and its members shall be paid for by Holy Spirit Preparatory School.

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 and President.

Section 2--The principal and President 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 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 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. Additional articles can be added as needed. It is often convenient to have the last article dealing with amendments.

Latest Approved Revision: Feb. 11, 2008

Signatures:

Original signed by President _____
President

Original signed by Head of School ____
Head of School

Original signed by Chapter Advisor ____
Chapter Advisor: