

***Chapter Bylaws  
Of the  
Clark Chapter  
Of the  
National Honor Society  
(Update 2-28-2024)***

**ARTICLE I: NAME**

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

**ARTICLE III: POWERS**

Section 1: This chapter operates under the direction of and in full compliance with the National Constitution of NHS. See [www.nhs.us/constitutions](http://www.nhs.us/constitutions).

Section 2. The chapter adviser is 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, sex (gender), and disability. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.

## ARTICLE IV: MEMBERSHIP

Section 1. 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 2. 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 voice or vote in chapter affairs.

Section 3. Eligibility:

a. Students are selected for membership by majority vote of a five-member principal-appointed faculty council, which bestows this honor upon qualified students on behalf of the faculty of our school each January after a student's 3<sup>rd</sup> semester.

b. Students in grades 11-12 are eligible for membership. For the scholarship criterion, a student must have a cumulative GPA 3.75 or better on a 4.0 scale. Each spring those students who meet this criterion are invited to complete a Candidate Form that provides the faculty council with information regarding the candidate's leadership and service.

## ARTICLE V: DISCIPLINE AND DISMISSAL

Section 1. The Faculty Council, in compliance with the rules and regulations of the National Honor Society, shall determine the procedure for dismissal.

Section 2. Members who fall below the standards that were the basis for their selection shall be promptly 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 the law, a member does not have to be warned. Violations of the law or school regulations can result in immediate consideration of the dismissal of a member. 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 3. The Faculty Council shall determine when an individual has exceeded a reasonable number of warnings.

Section 4. In all cases of pending dismissal, a member shall have a right to a hearing before the Faculty Council. *(Note: This hearing is required and is considered "due process" for all members –Ed.)*

Section 5. For purposes of dismissal, a majority vote of the Faculty Council is required.

Section 6. A member who has been dismissed may appeal the decision of the Faculty Council to the principal and thereafter under the same rules for disciplinary appeals in the school district. Section 7. NASSP shall hear no appeals in dismissal cases.

## ARTICLE VI: SELECTION OF MEMBERS

Section 1. The selection of members to this chapter shall be by a majority vote of the 5 Faculty Council which consists High School faculty that are appointed each year by the principal. The chapter adviser is a, non-voting, ex-officio member of the Faculty Council.

Section 2. The selection of active members shall be held once a year during the second semester of the student's school year starting with their sophomore year. *Thereafter members shall be re-evaluated at the end of each semester on their grades, character, service and leadership. If it is found that the student fails to meet the recommended requirements in any of these four areas that student will be given written notice that they are on probation and they will be given a semester to improve and if they still fail to meet the requirements they will be removed from the Clark National Honor Society.*

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

- a. Students in grades 11-12 are eligible for membership. Students that meet the scholar criteria can begin applying at the end of their sophomore year. For the scholarship criterion, a student must have a cumulative GPA of 3.75 or better on a 4.0 scale. Each spring those students who meet this criterion are invited to complete a Candidate Form that provides the faculty council with information regarding the candidate's leadership and service. *The candidate form requires 2 letters of recommendation, one from a teacher and one from a community member.*
- b. ***Each candidate must be in at least 1 student activity organizations each year.*** They should also have 10 hours of documented community service by the time they are applying.
- c. To evaluate a candidate's character, the faculty council uses two forms of input. First, school disciplinary records are reviewed. Second, members of the faculty are solicited for input regarding their professional reflections on a candidate's service activities, character, and leadership. This is done by using the national form created by National NHS.
- d. Any solicited faculty input and all Candidate Forms are carefully reviewed by the faculty council to determine membership. A majority vote of the council is necessary for selection. Candidates are notified regarding selection or non-selection according to a predetermined schedule.

Section 4. Following notification, a formal induction ceremony is held at the school to recognize all the newly selected members. Once inducted, new members are required to maintain the same level of performance (or better) in all four criteria that led to their selection.

Section 5. An active member of the National Honor Society who transfers from this school will be given an official letter indicating the status of his/her membership.

Section 6. 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/her membership.

## ARTICLE VII: OBLIGATIONS OF MEMBERS

Section 1. The Clark National Honor Society does not require dues.

Section 2. *Each member of the Clark National Honor Society will be expected to complete 25 hours of community service during each school year that they are a member. They will be required to complete the Service Form documenting their hours. If they fail to complete 1/2 of the 25 hours by the end of the first semester they shall be placed on probation and shall be given the opportunity to complete their Community Service hours. If they fail to complete all 25 hours by May 1<sup>st</sup> of the school year they will then be removed from the organization which will result in no recognition at graduation.*

*\*\*Only 5 of the 25 hours can come from helping with a sporting event, such as refereeing, line judging, coaching younger children, etc. The 5 hours must be non-paid hours. Also hours cannot come from class projects.*

Section 3. Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor cords at graduation.

## ARTICLE VIII: OFFICERS

Section 1. The officers of the Clark chapter shall be president, vice president, secretary, and treasurer.

Section 2. Student officers, for the new year, shall be elected at the first meeting of each school year. All returning members (seniors) 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 office.

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 preside at the meetings of the chapter, and serve as the official representative of the chapter at school and community functions.

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

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

Section 7. The treasurer shall keep the record of business expenses, dues, and all other financial transactions of the chapter

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 the business of the chapter, but any action by the executive committee is subject to the review of the chapter members.

## ARTICLE IX: MEETINGS

Section 1. Regular meetings of this chapter shall be as needed depending on the upcoming activity. Special meetings can be called by the president with approval of the adviser.

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. *Missing meetings for no apparent reason can be cause for probation and if the absences from the meetings continues this will result in removal from the organization.*