

**Article I
Name and Purpose**

1. The name of this organization is the Whitefish High School Honor Society, a chapter of the National Honor Society.
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 school.

**Article II
The Faculty Council**

1. The Faculty Council shall consist of four faculty members and the principal. The faculty members shall represent the English, Science, Social Studies, and Math Departments.
2. The term of the Faculty Council shall be one year. Members may be appointed to consecutive terms.
3. The Faculty Council shall meet at least once a year to review the procedures of the chapter and approve new members recommended by the advisors. Faculty Council will meet as necessary to dismiss members if recommended by the advisors.

**Article III
Local Chapter**

1. The Whitefish High School is a chapter of the National Honor Society.
2. Our bylaws conform to the Constitution of the NHS as set for by the National Council.

Article IV
The Principal

1. The principal shall reserve the right to approve all activities and decisions of the chapter.
2. The principal shall annually appoint a member, or members of the faculty as chapter advisors, who may serve consecutive terms.
3. The principal shall annually appoint a Faculty Council composed of four faculty members and the principal, who may serve consecutive terms.
4. The principal shall forward appeals to the superintendent in cases of non-selection of candidates, and the disciplining or dismissal of members.

Article V
The Chapter Advisor

1. The chapter advisors shall be responsible for the direct, day-to-day supervision of the chapter and act as liaison between faculty, administration, students, and community.
2. The chapter advisor shall maintain files on membership, charter history, activities, and financial transactions. The chapter advisor shall send the annual report to the national office.
3. The chapter advisor shall regularly review each member for compliance with chapter standards and obligations.
4. The chapter advisor shall help the chapter officers understand and carry out their duties.
5. The chapter advisor shall be an ex-officio, non-voting, sixth member of the Faculty Council.
6. The chapter advisor shall be a member of the faculty, appointed annually by the principal, and may serve consecutive terms.
7. The faculty council will develop and revise, when necessary, all chapter procedures for selection, disciplining, and dismissal of members, all of which must remain in compliance with the national guidelines.

8. Two parent representatives will be chosen by the advisors to assist with chapter goals, activities, and bylaw revision.

Article VI Membership

1. Membership in local chapters is an honor bestowed upon a student. Faculty Council approves membership based on outstanding scholarship, character, leadership, and service. Once selected, members have the responsibility to continue to demonstrate these qualities.
2. Candidates become members when inducted at a special ceremony.
3. Members who are seniors in good standing are eligible to be nominated by their chapters to compete in the National Honor Society Scholarship Program.
4. A National Honor Society member who transfers from another school and brings a letter from the former principal or chapter advisor to the new school advisor shall be accepted automatically as a member in the new school's chapter. Transfer members must meet the new chapter's standards within one semester in order to retain membership.
5. Members who resign or are dismissed are never again eligible for membership or its benefits.
6. Members may resign within the first month of the school year without repercussion. After Oct. 1st of the year, members who resign will have their resignations posted on their transcripts.
7. Members and their parents must sign an extra-curricular school participation form in order to be in Honor Society. Any member not returning a signed form by our next regular meeting will be dismissed. (See Article VIII, Dismissal) School participation rules apply to membership as well as our bylaws.

Article VII Selection

1. In order to qualify for selection, students need to have a 3.85 Cumulative GPA at the end of their third, fourth, fifth, sixth, or seventh semesters.
2. Students must fill out an application.
3. The Faculty then evaluates candidates and rates qualifiers on a 0-5 scale. Faculty evaluates for leadership, scholarship, service, and character. Any

student who receives a zero is disqualified. A 3.5 average of these traits is required.

4. The Faculty Council will vote on candidates. A majority vote is needed for students to gain entrance to the Chapter.
5. A copy of the bylaws will be in the office, guidance, and library.
6. Candidates must be in attendance one semester to qualify for selection
7. Transfer students follow the National guidelines for admittance. (See Handbook) There is no waiting period to qualify.

Article VIII Dismissal from Chapter

1. Attendance is mandatory at meetings. General meetings are held once per month, unless a special meeting is held. It is the responsibility of the student to know when meetings are held. Students must notify a Board Member or advisor prior to the meeting if he or she will be absent. If a student misses two meetings, a warning will be given to the student and a conference held with his/her parent/s. If three meetings are missed, the advisor(s) will recommend to the Faculty Council that the student be dismissed from the Chapter.
2. To successfully complete the requirements to stay in the Chapter for a successive year, a student will need to complete 16 activity points for the year.

This is a list/chronology regarding member's point and meeting responsibilities:

- The first deadline for activity points is the end of the first semester; the second is June 1. The guideline is two hours of service per month.
- There are 8 points due each deadline.
- If the student does not meet the deadline for points by the end of the first semester, a conference will be held with the student and his/her parent. The principal will be notified.
- If the second semester deadline is not met, the student will be put on probation the next semester to make up the points. If a student is placed on probation for failure to attain the first 8 points, it is expected for the student to have at least 12 points by April 1, if the student is unsuccessful in meeting this requirement by mid-March, the parents will be contacted by phone.
- If the student on probation does not have 12 points by April 1, the advisor(s) will recommend to the Faculty council that the student be dismissed from the Chapter. Advisors will call the parents and write a

- letter stating that student will be referred to Faculty Council. Principal will be notified.
- Faculty Council will meet by mid-April to rule on the issue. The due date for a decision will be 5/1.
 - The advisor/s will notify students on their point status during our monthly meeting between the end of the first semester and June 1.
 - If a member missing two meetings a conference will be held with the parents. The principal will be notified.
 - If a member misses three meetings, the advisors will recommend dismissal to the Faculty Council.
3. If a student receives a major discipline infraction (See heading under "Major Discipline" in the student handbook), a conference will be held with the parent. If the student receives two major discipline incidents, the advisors will recommend dismissal of that member to the Faculty Council. Major discipline infractions are cumulative throughout membership in National Honor Society.
 4. Members who fall below the minimum national standard G.P.A. of 3.0 per semester will go on probation for a semester. If the GPA does not improve by the following semester to a 3.0 GPA, the member will be dismissed. An advisor will follow up on semester basis.
 5. Participation Rules adopted by the School District govern membership in our chapter of the National Honor Society. These rules are found in the current student handbook on pages 14-15. These rules govern off-campus use of prohibited substances. First time offense is five-day suspension from activities, second offense is 40-day suspension from activities, and third offense is removal from Honor Society. All members of our chapter are covered by these rules.
 6. If the member does not return a properly signed copy of the participation rules by the following general meeting (one month later), he/she will be dismissed.

Article IX Chapter Officers

1. The officers of the chapter, their duties, and the method of their election shall be determined by the members of the chapter, approved by the Faculty Council and the principal, and described in the chapter bylaws.
2. The officers have the following responsibilities:

President: Conducts meetings, sets agenda, oversees any committees and organizes the Extended Care activities.

Vice President: Steps in when president is absent, in charge of concessions and decorations, shares responsibilities for overseeing all committees.

Secretary: Responsible for typing up agenda and minutes of each meeting, assisting with duties as assigned.

Treasurer: Keeps track of community/activity service points, attendance at general meetings and keeps up scrapbook

3. Election of Officers:

- A) Senior members may not vote nor nominate officer candidates. Nominations may come from sophomores or juniors.
- B) Each candidate for office will deliver a short speech about his/her reasons for and capabilities for an office.
- C) Ballots will be given out to sophomores and juniors
- D) New officers will be announced at the May (last) meeting.
- E) The president must have one year of chapter membership before he/she can run for that office.

4. Removal of Officers:

- A) The officers are held to the same dismissal procedure as the regular membership. Officers are expected to attend all executive meetings and all monthly meetings. If they have a conflict an officer needs to get permission from an advisor prior to missing the meeting date.
- B)** If the advisor(s) are concerned about the officer faithfully carrying out his/her duties, then the officer will be subject to removal by the advisors.
- C) The following steps will be used to remove an officer and to set up election of a new officer:

Step 1: If an officer misses a meeting the advisors will set up a meeting with the officer and executive committee to discuss the concerns. A letter will be sent to the student and parents.

If an officer fails to successfully lead a project, a meeting will be held with the officer, parents and the advisors. A letter will be sent to the Faculty Council

Step 2: If the officer misses two meetings the advisors will set up a meeting with the parents and advisors. A letter will be sent to Faculty Council.

If an officer fails to successfully lead two projects, a letter recommending removal of the officer will sent to the Faculty Council. A letter will be sent to the parents.

Election of a new officer will be held at the next general meeting.

Step 3: If the officer misses three meetings, the advisors will write a letter recommending removal of the officer to the Faculty Council.

Election of a new officer will be held at the next general meeting.

Article X Executive Committee

1. The officers of the chapter will constitute an Executive Committee. They will plan the agenda one-week before the general meeting. The president is in charge of this committee. The advisors will meet with the Executive Committee to plan the agenda for the general meetings.
2. For duties of the officers, see Article XI, Chapter Officers.

Article XI Meetings

1. Each chapter shall have regular meetings during the school year on days designated by the executive committee and in accordance with school policy and regulations.
2. Special meetings approved by the executive committee may be called by the chapter president or another member of the chapter.
3. Chapters shall conduct meetings according to *Robert's Rules of Order, Newly Revised* in all points not expressly provided for in the National Constitution or the chapter bylaws.

Article XII Activities

1. The chapter shall determine the service projects for each year.

These typically include: (Service points follow the activity)

Concessions (Usually three dates per year)3 pts.
Knowledge Master Open (April and December)4-7 pts.
Academic Bowl 1-8 pts
Academic Award Ceremony 2 pts
Induction Ceremony 2-4 pts
Christmas Lights 4-6 pts
Mentoring Program (Double points for hours served)

Other Community Volunteer activities as approved by the advisors.

RULE OF THUMB: 1 HOUR OF ACTIVITY/SERVICE= 1 PT.

2. All members shall have eight service points by January 1 and sixteen points by May 1 of the school year. Twelve of the sixteen points must be from Honor Society activities. For more information, see "Dismissal from Chapter", Article X.
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.
4. Each member shall have the responsibility for choosing and participating in a service project that reflects his or her particular talents and interests. Activities must be pre-approved and documented. This is in addition to the chapter projects to which all members contribute.
5. The chapter shall publicize its own projects in a positive manner.

Article XIII Bylaws

1. The chapter bylaws shall contain information concerning the election and duties of officers, the schedule of meetings, member obligations, and the like.
2. Our bylaws are created by the Whitefish High School chapter, based on the Constitution of the National Honor Society.
3. Process to implement the bylaws:
 - A) Bylaws approved by advisors and president of the chapter.
 - B) Bylaws approved by students of Honor Society
 - C) Bylaws approved by parent representative
 - D) Bylaws approved by faculty council
4. A letter will go out with application to new members regarding the requirements of service as stated in the bylaws. Students and parents will sign off on the sheet that they have read the requirements for membership.
5. An open house for parents and students will be offered to go over bylaw requirements for membership as well as a list of possible activities.

**Article XIV
Academic Awards**

1. All students who get a 4.0 GPA for a semester qualify for a green academic letter. Each succeeding semester they will get a pin.
2. If they have gotten five pins, their next award is a gold academic letter.
3. If a student goes on foreign exchange it shall not penalize them from getting a gold academic letter their senior year.

**Article XV
Amendments**

1. These bylaws may be amended at any meeting of the chapter upon a majority of the members with the approval of the advisors and Faculty Council.

Approved by:

Advisor

Principal

Advisor

President

Date: _____