

National Honor Society Bylaws

As Authorized by the Brunswick High School Chapter

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ARTICLE I SELECTION OF MEMBERS

Section 1. The requirements for selection to the Brunswick chapter of the National Honor Society shall be as follows: The candidate must be a member of the junior or senior class. The candidate must have a minimum weighted GPA of 3.5 on a 4.0 scale (90% or higher). The candidate must also show evidence of service to the school and/or community with at least 15 hours of Community Service already completed. The candidate must also show evidence of leadership and character.

Section 2. In order to be considered for membership, each candidate must submit a formal transcript from the school. Each candidate will also submit a Recommendation Form from each of their current teachers as well as two Recommendations from individuals who are not current teachers. These Recommendations can come from community members outside of the school. They should indicate the candidate's positive fulfillment of the National Honor Society requirements of service, leadership and character.

Section 3. The list of candidates will be reviewed by the Faculty, the Principal, the Assistant Principal and the Athletic Director who will have an opportunity to provide commentary to the Faculty Council.

Section 4. The final evaluation of each candidate will be the responsibility of the Faculty Council. The selection of each new member shall be by a majority vote of the Faculty Council after review of each candidate's required paperwork. The Principal will be notified of the results of the Faculty Council's decision before any student notifications are announced.

Section 5. All selection decisions to the National Honor Society are final. Members of the junior class who were not nominated, or who were not selected, may be considered as candidates in the next selection cycle during their senior year.

ARTICLE II ACTIVITIES

Section 1. The Brunswick Chapter of the National Honor Society will sponsor at least one service project each year in which members are expected to take part. 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; be well-planned, organized and executed.

Section 2. Each member will have the responsibility for choosing and participating in an individual service project that reflects his or her individual talents and/or interests. They are expected to have a leadership role in this project. This is in addition to the chapter project[s] to which all members contribute.

Section 3. Each member is expected to be in attendance and participate in at least two fundraising events during the course of the year.

Section 4. The chapter will publicize its activities.

Section 5. The completion of required service projects necessary to maintain membership in this chapter can be counted toward the completion of the community service requirements of Brunswick High School.

Section 6. The Brunswick Chapter of the National Honor Society has a number of standing committees (such as the Induction Committee and the Fundraising Committee) as well as ad hoc committees established during each academic year. All members of the chapter are expected to serve as members of at least one committee.

ARTICLE III MEETINGS AND VOTING

Section 1. A general membership meeting for the Brunswick chapter of the National Honor Society will be held on the second and fourth Wednesday of each month. In addition, the Executive Committee, consisting of the officers of the Brunswick chapter, will meet on the first and third Wednesday of each month.

Section 2. A calendar of meeting dates will be distributed to all members during the first meeting of each academic year.

Section 3. The chapter president may call special meetings approved by the Executive Committee. Any special meetings will not be mandatory.

Section 4. Members will be required to attend all meetings and can only be excused from a meeting by the Chapter Advisor.

Section 5. All chapter meetings will be run according to *Robert's Rules of Order*.

Section 6. All motions proposed during a chapter meeting will be passed only upon a majority vote by the chapter membership. The Executive Committee shall have the power to veto by unanimous decision. This officers veto can be overturned by a two-thirds majority vote of the membership. The Chapter Advisor also has veto power and cannot be overruled.

Section 7. Members not in attendance for a meeting, whether excused or not, shall not have a vote in the decisions made during that meeting and will not be able to vote on a later basis.

ARTICLE IV DISCIPLINE AND DISMISSAL

Section 1. Any member who falls below the standards of scholarship, service, leadership or character may be considered for discipline or dismissal from the Brunswick 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 in his/her school and community.

Section 2. If a member's cumulative grade point average falls below the standard in effect when they were selected (a minimum weighted GPA of 3.5 on a 4.0 scale – 90% or higher) they will be given a written warning and a reasonable time period 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 can include consideration of dismissal from the chapter. Academic performance is generally reviewed at the conclusion of each quarter.

Section 3. Violations of the law or school regulations can result in immediate consideration of the dismissal of a member (see Section 6 below). These violations include, but are not limited to, Operating Under the Influence, stealing, destruction of property, cheating, plagiarism, truancy; or possession, selling or being under the influence of drugs or alcohol at school or in the community.

Section 4. Members who violate Brunswick High School's code of conduct (such as the use of profanity, failure to comply, excessive tardiness, unexcused absences, 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. Members who miss a combined three chapter meetings or service activities will receive written warning notification. If the member continues to not attend chapter meetings or service activities, the member may be considered for dismissal. A conference may be requested by either party (Faculty Council or student/parent).

Section 6. Chapter officers, as representatives of the chapter, can be removed from their positions as a consequence of disciplinary action taken by the Faculty Council.

Section 7. The National Honor Society is a national organization. Disciplinary action taken by the Faculty Council are in accordance with this status and may, or may not, be the same as school administrative consequences.

Section 8. In all cases of pending dismissal:

- A. The member will receive written notification from the Chapter Advisor/Faculty Council indicating the reason for consideration of dismissal.
- B. The member will be given the opportunity to respond to the charge(s) against them at a hearing before the Faculty Council prior to any vote on dismissal (in accordance with the process identified in Article X of the National Constitution). The member has the opportunity to present their defense either in person or via a written statement presented in lieu of a 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.
- C. The results of the Faculty Council vote will be presented to the principal for review and then stated in a letter sent to the student and parents. Dismissed members must surrender any membership emblems to the Chapter Advisor.
- D. The Faculty Council's decision may be appealed to the building principal and afterwards according to provisions of Brunswick School Department's district discipline policy.
- E. A member who is dismissed or resigns may never again be considered for membership in the National Honor Society.

Section 9. In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

ARTICLE V OFFICERS SELECTION AND RESPONSIBILITIES

Section 1. The officers of the Brunswick Chapter of the National Honor Society shall be president, vice-president, secretary, treasurer, publicist, and historian.

Section 2. All members of that year's junior class are eligible to serve as officers during their senior year. To be considered for selection a member of the junior class must make their desire to serve known to the Chapter Advisor, in writing. This is done by completing the Officer Candidate Form and returning it to the Chapter Advisor.

Section 3. The Officer Candidate Forms will be reviewed by the current Executive Committee and the Executive Committee will have the opportunity to comment on each application. The applications will then be given to the Faculty Council for review and commentary. The Faculty Council will have veto power, by majority vote, over any candidate for office.

Section 4. Finalists are defined as those whose applications have been approved by both the Executive Committee and the Faculty Council. The finalists will be interviewed by the Executive Committee. The new officers of the Brunswick Chapter of the National Honor Society will then be selected by the current Executive Committee. All selections will be by majority vote.

Section 5. In the case of the dismissal of an officer, the Chapter Advisor will select another member of their class (junior or senior) to take their place and serve the remainder of their term in office.

Section 6. The collective group of officers and the Chapter Advisor shall be known as the Executive Committee. The Executive Committee shall establish annual goals for the chapter and have general supervision of the affairs of the chapter between its business meetings. The Chapter Advisor shall be a non-voting member of the Executive Committee.

Section 7. It shall be the duty of the president to preside at meetings of the chapter and to serve as the official representative of the chapter at school and community functions.

Section 8. It shall be the duty of the vice-president to preside over meetings of the chapter in the absence of the president and shall also keep a record of members' contribution to leadership and service.

Section 9. It shall be the duty of the secretary to keep the minutes and the attendance records for meetings and to be responsible for all official correspondence.

Section 10. It shall be the duty of the treasurer to keep a record of business expenses, fundraising activities and all other financial transactions of the chapter.

Section 11. It shall be the duty of the publicist to make the public aware of the goals and activities of the chapter through the utilization of different media.

Section 12. It shall be the duty of the historian to keep a record of the chapter's membership and activities and to pass this record on to future members.

Section 13. All actions and recommendations of the Executive Committee shall be subject to the review of the chapter membership as outlined in the National Constitution.

ARTICLE VI. RATIFICATION, REVIEW AND AMENDMENTS

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 of 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.

Section 3. 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 Article I Selection and Article IV Discipline and Dismissal which are developed by the Faculty Council with the approval of the principal.

Brunswick High School Chapter
National Honor Society
Bylaws
Revised: November 2017

Please Detach and Return After Reading

I, (print your name) _____ have read and understand the bylaws of the Brunswick Chapter of the National Honor Society. Further, I agree to conduct myself according to the standards established in the bylaws and to meet all the obligations inherent upon a member of the National Honor Society.

(Signature)

December 2017

Mr. James Flanagan	Advisor
Ms. Shanna Crofton	Principal
Paige MacKinnon	Officer
Kyra Teboe	Officer
Seamus Flanagan	Officer
Claire Johnson	Officer