

# **Chapter Bylaws Of The Mansfield High School Chapter Of The National Honor Society**

*Adopted: June 1, 2018*



Version 06.01.17

## **ARTICLE I: NAME**

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

## **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 Mansfield 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, or advisers, is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 3: At the discretion of the adviser, or advisers, final authority on all activities and decisions of the chapter resides with the school principal. [For reference, see Article V, Section 1 of the National Constitution]

Section 4: Non-discrimination. The Mansfield High School Chapter of NHS does not discriminate on the basis of race, color, gender, religion, national origin, sexual orientation, age, or disability with regard to admission to the chapter. Nondiscrimination policies and procedures are in accordance with Title VI of the 1964 Civil Rights Act, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and Massachusetts General Laws, Chapter 622, Chapter 76 and Chapter 151B.

1. No student shall be excluded from participation in the chapter because of race, color, gender, religion, national origin, ethnicity, disability or sexual orientation.
2. No student shall be excluded from the chapter because of pregnancy except when required by health considerations, or because of marital or parental status.
3. Hate crimes are a form of discrimination. A hate crime is a crime in which the perpetrator's conduct is motivated, in whole or in part, by hatred, bias, or prejudice against an individual's or group's actual or perceived race, color, national origin, ethnicity, religion, sexual orientation, disability, or gender.

#### ARTICLE IV: MEMBERSHIP

Section 1. Membership in this chapter is an honor bestowed upon deserving students based on the criteria of Service, Leadership, Character, and Scholarship.

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. Candidates eligible for selection to this chapter must be members of the junior or senior class.
- b. To be eligible for selection to membership in this chapter, the candidate must have been enrolled for a period equivalent to one semester, or trimester, at Mansfield High School.
- c. Candidates eligible for election to the chapter shall have a minimum, cumulative average of 3.75 (90%).
- d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, and character.

#### ARTICLE V: SELECTION OF MEMBERS

Section 1. The selection of members to this chapter shall be by a majority vote of the Faculty Council which consists of five faculty members. The chapter adviser, or advisers, shall be the additional, non-voting, ex-officio member(s) of the Faculty Council.

Section 2. The selection of active members of the Junior and Senior Classes shall be held once a year during the first term of the school year.

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

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. Students who are eligible scholastically (i.e., candidates) shall be notified and asked to complete and submit the full application for further consideration.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser(s).
- d. The Faculty Council shall review the application, faculty evaluations, and other relevant information required by the chapter to determine those who fully meet the selection criteria for membership.
- e. Any student who has been suspended from school for a disciplinary infraction is not eligible.

Section 4. Candidates become members when inducted at a special ceremony to take place in October or November.

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, or trimester, to attain the membership requirements and, thereafter, this member must maintain those requirements for this chapter in order to retain his/her membership.

Section 7. The Chapter is not legally or constitutionally obligated to share with parents and students information concerning specific students not selected for membership in the Society. Students not selected for membership in the National Honor Society are not entitled to any kind of formal hearing or other kind of due process. Members of the NHS Faculty Council shall not be questioned on the evaluation of individual students. Students and their parents, however, are invited to meet with the Principal to discuss, in general, the criteria for selection into the society.

#### ARTICLE VI: OBLIGATIONS OF MEMBERS

Section 1. There shall be no annual dues for this chapter.

Section 2. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be entitled to wear the emblem adopted by the National Honor Society. Said emblem shall be presented to each member upon their induction into the Mansfield High School Chapter of the National Honor Society.

Section 3. Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

Section 4. Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor cords at graduation.

- a. Members in good standing will have completed their required twenty hours of community service, maintained academic eligibility (cumulative GPA of 3.75), and maintained a clean disciplinary record.

## ARTICLE VII: OFFICERS

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

Section 2. Student officers shall be elected in the last semester, or trimester of the school year. All members in good standing with the chapter, who are in their junior year and nominated by the Faculty Council, are eligible to run for a position as an officer. Any active member can indicate their interest to be a candidate for office. Candidates shall prepare a short speech to deliver to their fellow chapter members indicating why they would be a good choice for officer.

Section 3. Voting shall be by secret ballot. The candidate with the most votes for each officer position shall be elected. The votes will be counted in private by the chapter adviser(s) and the results will be posted or announced within 48 hours.

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, and all other financial transactions of the chapter

Section 8. All officers are expected to assist one another in their duties.

Section 9. At the discretion of the other officers and adviser(s), an officer may be removed from their position. An election shall be held to fill the vacant spot. Any member that is in good standing, and in the same graduating class as the dismissed officer, shall be eligible to run. Voting shall follow procedures described in Article VII, Section 3 of these Bylaws.

Section 10. 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 VIII: MEETINGS

Section 1. Regular meetings of this chapter shall be monthly.

Section 2. Special meetings can be called by the president with approval of the adviser(s).

Section 3. This chapter shall conduct its meetings according to *Robert's Rules of Order*.

Section 4. Members are expected to attend all chapter meetings; however they may miss a total of 2 monthly meetings between their induction and graduation and still remain in good standing.

Section 5. Meetings of special committees are encouraged and may be called by the Committee Chairperson(s) with approval of the adviser(s).

## ARTICLE IX: ACTIVITIES

Section 1. The chapter shall determine numerous service projects for each year, to accommodate the needs of the community and chapter members.

Section 2. All members shall accumulate 20 hours of service between their induction and April 1<sup>st</sup> of their senior year to remain in good standing. At least 10 of their hours shall be with chapter sponsored events and must include 5 of the mandated hours.

Section 3. Members inducted in the fall of their senior year must complete 10 hours of service, all with chapter sponsored events, to remain in good standing and must include 5 hours of “required activities” such as Tutoring or Talking News.

Section 4. 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 5. The chapter shall publicize and promote its projects in a positive manner.

## ARTICLE X: DISCIPLINE and DISMISSAL of MEMBERS

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

Section 2. If a member's cumulative grade point average falls below the standard in effect when he/she was selected, 3.75 weighted by class type, cumulative GPA, he /she will be given a written warning and one marking period for improvement. If the cumulative grade point average remains below standard at the end of the warning period the student will be dismissed from the chapter.

Section 3. Violations of the law or school regulations can result in immediate consideration of the dismissal of a member (see Section 5 below). 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 4. Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absences, excessive tardiness, etc.) will receive a written warning notifying them of consideration for dismissal.

Section 5. In all cases of pending dismissal:

- a. The member will receive written notification from the adviser(s)/Faculty Council indicating the reason for consideration of dismissal.
- b. The member will be given the opportunity to respond to the charge(s) against him/her at a hearing before the Faculty Council prior to any vote on dismissal (in accordance with due process identified in Article X of the National Constitution). The member has the opportunity to present his/her defense either in person or via a written statement presented in lieu of the 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 adviser.
- d. The Faculty Council's decision may be appealed to the building principal.
- e. A member who is dismissed or resigns, may never again be considered for membership in the National Honor Society.

Section 6. In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

**ARTICLE XI: RATIFICATION, APPROVAL, and REVIEW.**

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.

Section 2: These bylaws shall be reviewed and if necessary, revised within five years from the date of approval noted on this document.

**ARTICLE XII: AMENDMENTS**

These by-laws may be amended by a two-thirds vote of the chapter, provided notice of the proposed amendment has been given to members at least 10 days prior to the vote. The exceptions are Articles V and X, which are developed by the Faculty Council.

Approved on January 4, 2012.

Ian Kavanaugh  
President

Paulina Martin  
Vice President

Jillian Hobaica  
Secretary

Andrew Brady  
Treasurer

Rebecca Porter  
Adviser

Bethany Stanley  
Adviser

Michael Connolly  
MHS Principal