

Chapter Bylaws of the National Honor Society

Chapter of Pulaski Community High School, Pulaski Wisconsin

Adopted: February 13, 2012 Revised August 2, 2022

ARTICLE I: NAME

The name of this chapter shall be the Pulaski High School 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 Pulaski High School.

ARTICLE III: POWERS

Section 1. This chapter operates under the direction of and in full compliance with the NHS National Constitution. See 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. Nondiscrimination. 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. Honorary members are selected at the discretion of the Faculty Council. 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 at Pulaski High School.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative grade point average of 3.65 on a 4.0 scale. A consideration of weighted grades will be imposed. Candidates must have completed, or are currently enrolled in, at least two of the following courses: Advanced Placement (AP) in any subject area, Advanced English, Advanced Math, Chemistry, Physics, Dual Credit, or World Language level III or higher.
- 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 for this chapter shall be determined by a review the process conducted by the Faculty Council which consists of five faculty members appointed by the principal. The chapter adviser shall be the sixth, non-voting, ex officio member of the Faculty Council.

Section 2. The selection of active members shall be held once a year during the beginning of the first semester 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' discipline records shall be reviewed for major infractions to be utilized in the selection process.
- c. All students who are eligible scholastically and without any major disciplinary infractions shall be notified and asked to complete and submit a candidate form and supplementary materials for further consideration. Supplementary materials may include but are not limited to teacher recommendations, evidence of extracurricular participation, service and leadership experiences, and an original essay. The form and materials must be submitted by the specified due date.
- d. The Faculty Council shall be requested to evaluate eligible candidates using the official evaluation form provided by the chapter adviser. All initial evaluations are done anonymously. Those candidates who fully meet the selection criteria for membership will be notified by the chapter adviser of their selection.
- e. Candidates who do not meet the criteria for membership can appeal the decision to the Faculty Council for further review; however, the appeal may not always result in selection. The appeal must take place within 5 school days.

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

- 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 upon request.
- Section 6.** An active member of the National Honor Society who transfer to this school will be automatically accepted for membership in this chapter.

ARTICLE VI: OBLIGATIONS OF MEMBERS

- Section 1.** All members of this chapter shall be required to complete 60 hours of community service by a specified date. 20 of those 60 hours must take place outside of the school district. Inducted juniors must complete 30 hours of their community service by the end of the last day of their junior year to stay active within the chapter. Members inducted during the first semester of their senior year will be required to complete 30 hours of community service, 10 of which must take place outside of the school, by a specified date. Members are required to complete an official form stating the type of service completed and including a signature from a supervising adult who is a verifiable non-relative. Members are required volunteer one mod a week to during the year. This time can count toward your community service hours.
- Section 2.** All members of this chapter shall be required to maintain a 3.65 cumulative GPA.
- Section 3.** All members of this chapter shall be required to uphold the criteria of leadership and character which was the basis for election into the society. This includes but is not limited to following Pulaski High School rules and the co-curricular conduct code.
- Section 4.** All members of this chapter shall be active in planning and carrying out all obligations set forth by the local chapter of the National Honor Society. This includes but is not limited to a school wide service project and promotion of student achievement at Pulaski High School. Members should pursue leadership roles whenever possible.
- Section 5.** Members are expected to attend all chapter meetings. If a member is unable to attend a meeting, a face-to-face meeting is required with an NHS advisor before the missed day or within 5 academic days. Failure to do so will result in the member's dismissal from the chapter.
- Section 6:** In order to complete the induction process, all members of the chapter must officially acknowledge the PHS NHS bylaws. The bylaws must be signed and turned in to an NHS advisor 5 schools days prior to the induction ceremony. Failure to do so will result in not being inducted.

ARTICLE VII: OFFICERS

- Section 1.** The officers of this chapter shall be president, vice president, secretary, treasurer and reporter.
- Section 2.** Student officers shall be elected upon completion of the selection process.

Members are nominated through a self nomination process of a single role. Once an application is complete, nominees will complete an interview process.

- Section 3.** Voting shall be by secret ballot of all Junior NHS members. Ballots will include the endorsed candidates.
- 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. The president shall work closely with the chapter adviser to ensure all obligations of the chapter and its members are met.
- Section 5.** The vice president shall preside in the absence of the president and shall also keep a record of members' contributions.
- Section 6.** The secretary shall keep the minutes and attendance records for meetings and be responsible for all official correspondence. The secretary shall keep a record of all members' service hours and communicate the totals regularly.
- Section 7.** The treasurer shall keep a record of all monetary transactions and collections for the chapter.
- Section 8.** The reporter shall maintain communication with all members regarding announcements, service opportunities, meeting times, and other duties as assigned.
- Section 9.** If for any reason an officer is unable to perform their duties or finds themselves under probationary status, their responsibilities will fall to the next member as listed in Article VII section 1. If this process results in a vacancy, a special election will occur and be overseen by the advisor and voted on by membership.

ARTICLE VIII: 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 Pulaski High School chapter of the National Honor Society. A member 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 he/she was selected (3.65), he/she will be given written warning and a reasonable amount of time for improvement as stated in the written warning. 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, which can include additional warnings or dismissal.
- Section 3.** Violations of municipal, state or federal law or school regulations can result in immediate consideration of the dismissal of a member. These violations include, but are not limited to DWI, OWI, stealing, destruction of property, cheating, presence at a party where alcohol or other illegal drugs are present, plagiarism, truancy, or possession, selling or being under the influence of drugs or alcohol at

school or in the community, or conduct unbecoming of a student leader as determined by Faculty Council.

Section 4. Violations of the extra-curricular school conduct code can result in dismissal from the Pulaski High School National Honor Society.

Section 5. 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 6. In all cases pending dismissal:

- a. The member and parent/guardian will receive a certified letter from an adviser indicating the reason for consideration of dismissal. This will be in addition to an in person meeting with the student.
- 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 (but is not required) 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 deliberate in a closed session and then vote on whether to recommend dismissal. The Faculty Council has 10 academic days to render a decision.
- c. The Faculty Council's recommendation will be presented to the principal for review and the student and parent will be notified verbally and via certified mail of the decision to dismiss or allow membership to continue with or without consequences. Students will be allowed to appeal the decision to the building principal within five academic days. Final authority on all decisions of the chapter resides with the building principal.
- d. A member who is dismissed or resigns, may never again be considered for membership in the National Honor Society, nor make claims to ever having membership in the future.

Section 7. In lieu of dismissal, the Faculty Council and/or the building principal may impose disciplinary sanctions upon a member as deemed appropriate.

ARTICLE IX: RATIFICATION

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

ARTICLE X: TERMS OF UNDERSTANDING & AGREEMENT

By signing this document, I verify that I have read and understand my responsibilities as outlined in the Bylaws of the Pulaski High School chapter of the National Honor society.

Student name (please print)_____

Student signature_____ Date_____

Parent/Guardian signature_____ Date_____

FOR OFFICE USE ONLY:

July 14, 2022	Revision Discussion
August 2, 2022	Revisions Adopted