

National Honor Society



Summit Academy High School Chapter

Summit Academy High School
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Summit Academy High School Chapter

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Faculty Council:

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Established:

September 2010

ARTICLE I: NAME AND PURPOSE

Section 1-The name of this chapter shall be the Summit Academy High School Chapter of the National Honor Society.

Section 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 Summit Academy High School.

ARTICLE II: FACULTY COUNCIL AND ADVISER

Section 1-The Faculty Council consists of five members from the faculty of Summit Academy High School.

Section 2-The Faculty Adviser is also a member of the faculty. The Adviser is a non-voting sixth member of the Faculty Council.

Section 3-The Faculty Adviser acts as a liaison between the students and the Faculty Council and the Faculty Council and the Administration.

ARTICLE III: MEMBERSHIP

Section 1-The Faculty Council of the Summit Academy High School Chapter of the National Honor Society (NHS) considers student-based specific eligibility.

Section 2-Eligibility¹

- a. Candidates must be a student of Summit Academy High School for the equivalent of one semester (two consecutive quarters). Special consideration will be made for children of military parents who are required to move with their families.²
- b. Candidates must demonstrate outstanding performance in all of the following areas: scholarship, leadership, service, and character.
- c. Candidates must be a member of the sophomore, junior, or senior class at Summit Academy High School.

Section 3-Once inducted, a member is considered active, unless dismissed, until graduation from the chapter. Graduation occurs upon completion of Grade Twelve at Summit Academy High School.

Section 4-Once selected and inducted, all members are expected to maintain the standards by which they were selected and maintain all obligations of membership.

¹Previous membership in the NJHS does not qualify candidates automatic membership in the NHS.

²If a student is a child of military parents, please talk to the current faculty adviser to discuss the process of waiving the one semester ruling.

Section 5-Members are required to participate in an annual review held at the beginning of each academic year. The purpose of this review is to evaluate each member's compliance of NHS standards.

ARTICLE IV: SELECTION OF MEMBERS

Section 1-This chapter will conduct a selection process.

- a. The selection process will be held during the first month of each school year. Specific dates will be announced each school year.

Section 2-Students who would like to be considered as a member of the Summit Academy High School Chapter of the NHS must undergo the following selection process:

- a. Potential candidates will receive an invitation to participate in the selection process.³
- b. Fill out a "Student Activity Form."
- c. Acquire recommendations from a teacher and another adult.
- d. Participate in an interview with members of the Faculty Council.

Section 3-Active members from another chapter of the NHS must show proof of membership before they will be accepted into Summit Academy High School's Chapter of NHS. Transferring members will have one semester to meet Summit Academy High School's Chapter membership requirements to maintain membership.

Section 4-Each candidate must meet rigorous national standards referred to as "Standards of Excellence" (see Article V). These standards are based upon scholarship, leadership, service, and character.

Section 5-Before the selection process is completed, the Faculty Council will make a final vote on each candidate based upon information acquired during the selection process and other information provided by the school.

Section 6-Candidates become members when inducted at a special ceremony.

Section 7-Candidates not selected for membership into Summit Academy High School's Chapter of the NHS may submit an appeal to the Faculty Adviser. The student and Faculty Adviser will discuss a possible review of the Faculty Council's decision.

Section 8-Candidates who are not selected for membership into the NHS are invited to meet with the Faculty Adviser to discuss a suitable action plan to help improve the chance of acceptance into the chapter the next year.

³ If a student does not receive an invitation, but feels that he or she is a potential candidate, please see the Faculty Adviser.

ARTICLE V: STANDARDS OF EXCELLENCE

Section 1-Scholarship

- a. Scholarship is based on a student's cumulative grade point average (GPA).⁴
- b. Requirements for admission:
 1. Minimum cumulative GPA 3.5 or higher.
 2. A failing grade does not automatically disqualify a student from membership in the NHS unless the failing grade results in the cumulative GPA falling below the required standard listed above.
 3. A student does not need to be in an honor level class to qualify for NHS membership.
- c. Requirements to maintain membership:
 1. If a member is unable to maintain a 3.5 cumulative GPA, membership will be brought under review by the faculty council, and if necessary a member may be put on probation or dismissed from the chapter.

Section 2-Leadership

- a. Requirements for admission:

Students will be asked to give examples of ways they have demonstrated leadership in their own lives. The following are possible ideas of leadership:⁵

1. Resourceful in proposing solutions to new problems, applying principles, and making suggestions.
2. Demonstrates initiative in promoting school or community activities.
3. Exercises influence on peers in upholding positive school or community ideals.
4. Contributes ideas that improve the civil life of the school or the community.
5. Able to delegate responsibilities.

⁴ While GPA is an important factor in determining a student's eligibility, it is not the sole criterion for membership. Meeting the scholarship requirements does not guarantee admission into the NHS.

⁵These are not the only examples of leadership. Other examples of leadership may be shared during the selection process.

6. Exemplifies positive attitudes.
 7. Inspires positive behavior in others.
 8. Demonstrates academic initiative.
 9. Successfully holds school or community offices of positions of responsibility, conducting business effectively and, without prodding, demonstrates reliability and dependability.
 10. Is a forerunner in the classroom, at work, and in school or community activities.
 11. Thoroughly dependable in any responsibility.
- b. Requirements to maintain membership:
1. Once accepted into the NHS, students must continue to show excellence in leadership. Any violation or abuse of leadership responsibilities is grounds for probation and/or dismissal from the chapter.

Section 3-Service

- a. Students interested in being a member of Summit Academy High School's Chapter of the National Honor Society must demonstrate a commitment to making their school and community a better place.
- b. Requirements for admission:
1. Students must be actively involved already in activities to serve the community in which they live.
 2. During the selection process, students are required to give examples of past and present service in the community and at home.⁶
- c. Requirements to maintain membership:
1. Students will provide 20 hours (Equivalent of 10 hours per quarter) of community service each semester.⁷ Each member must submit a plan for service at the beginning of each quarter to the Faculty Council for approval.

⁶ Candidates will receive a "Student Activity Information Form" from either the Faculty Adviser or the front office.

⁷ Current members may count up to 10 hours of community service performed during their summer vacation and apply it to their Fall Semester hours. These hours must be pre-approved by the Faculty Council prior to the last day of the previous school year.

2. Students must participate in a minimum of five hours of community service during their summer vacation.⁸
3. Each member must complete and turn in a “Service Activity Summary” form at the end of each semester for review by Faculty Council.⁹
4. Each member will turn in an essay at the end of each school year discussing his/her service activities.
5. NHS will sponsor a community service project each semester. All members are required to attend all NHS-sponsored service projects. In the event of an emergency, students must arrange a meeting with a member of the Faculty Council to discuss his/her options.

Section 4-Character

- a. A student of good character follows Summit Academy High School’s core values of respect, responsibility, and integrity, complies with school rules principles of morality and ethics, and demonstrates high standards of honesty and reliability.
- b. Requirements for admission:
 1. Take criticism willingly and accept recommendations gracefully.
 2. Exemplify good qualities of behavior.
 3. Cooperate by following school rules and regulations (example: no gum chewing).
 4. Demonstrate a high standard of honesty and reliability.
 5. Manifest truthfulness in obeying school rules; avoid cheating, and showing unwillingness to profit by the mistakes of others.
 6. During the selection process, each candidate must inform the Faculty Council of any Office Discipline Referrals or any type of suspension while at Summit Academy High School.¹⁰
 7. No suspensions (in-school or out-of-school) or no more than three office referrals within the past calendar year.

⁸ These hours are separate from those mentioned in Article V, Section 3, C-1.

⁹ This form will be provided by the Faculty Council.

¹⁰ Office referrals and prior suspensions may not automatically disqualify you from NHS, however, failure to report any office referrals or suspensions will affect your candidacy. You may obtain a form from the Faculty Adviser.

- c. The Faculty Council will evaluate a student's character in three parts: leadership, discipline, and teacher recommendations. Weaknesses in any of the three areas may disqualify a student from induction into the NHS. All candidates will be thoroughly examined by the Faculty Council.
- d. Requirements to maintain membership:

The following violations of character are grounds for dismissal from NHS:

1. Violation of any of the standards of excellence
2. Truant in any school class
3. Engaging in conduct unbecoming a member of NHS (bullying, lying, stealing, fighting, illegal activities, etc.)
4. Plagiarism or other forms of cheating
5. Attendance of in-school or out-of-school suspension
6. Three or more office discipline referrals (ODRs) within the same school year.

ARTICLE VI: DISCIPLINE AND DISMISSAL

Section 1-Each student is responsible for his or her own actions. Members of the Summit Academy High School Chapter of NHS represent Summit Academy High School and the NHS, and should therefore act accordingly. Continued membership in the NHS is dependent upon upholding the requirements listed under each section of the "Standards of Excellence". A list of actions that are in violation of NHS standards has been clearly listed in this handbook. Students found to be in violation of the NHS standards are subject to discipline and possible dismissal from the organization.

Section 2-Probation

- a. Students who violate the Standards of Excellence of the NHS may be placed under membership probation.
- b. Members placed under probation will be given a written warning and a time period for improvement.
- c. If improvement is not met in the allotted time, members will be considered for dismissal.
- d. During the time of probation, the student will not be allowed to participate in certain chapter activities as determined by the Faculty Council.

Section 3-Dismissal

- a. Members will receive written notification indicating the reason for the possible dismissal. The member and Faculty Adviser will discuss the written notification in a conference.
- b. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written warning although a hearing must still be held.
- c. The member will be given the opportunity to respond to the charge against him or her at a hearing before the Faculty Council prior to vote on dismissal.
- d. Following a formal hearing, the Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member. The vote will be done privately, and individual votes will be kept confidential. After a majority vote has been reached, the final vote will be reviewed by the Principal and then, if confirmed, expressed in a letter sent to the student, parents, and principal.
- e. Dismissed members must surrender any membership emblems to the adviser.
- f. Students dismissed from Summit Academy High School's or any other chapter of the NHS will not be allowed reinstatement into Summit Academy High School's or any other chapter of the NHS.
- g. Students who have been dismissed from the chapter have the right to appeal any decision by the Faculty Council.

Section 4-Due Process-All members will be allowed due process, meaning the Faculty Council may not dismiss any member from Summit Academy High School's Chapter of NHS without following the proper procedures listed above.

ARTICLE VII: CHAPTER OFFICERS

Section 1-After the selection process is completed each school year; there will be special meeting for all members to nominate and elect chapter officers.

Section 2-Nominations must be approved by the Faculty Council.

Section 3-Prior to the final election, each member seeking to be an officer will receive a list of job responsibilities, and must commit to fulfill all of the responsibilities to be considered as a potential chapter officer.

Section 4-Once approval is granted, members of the chapter will be given the opportunity to vote for their chapter officers.

Section 5-Members may run for the following offices:

- a. President-The president shall preside at all chapter meetings, activities, and service projects.
- b. Vice President-The vice president shall preside in the absence of the president and keep a record of members' contributions to the "Standards of Excellence".
- c. Secretary-The secretary shall keep the minutes of meetings and is responsible for all official chapter correspondence.
- d. Treasurer-The treasurer shall keep a record of chapter expenses, dues, and all other financial transactions of the chapter.
- e. Historian-The historian shall take pictures at all chapter functions to contribute to the yearbook and to create a presentation to show at the end of the school year.

ARTICLE VIII: ACTIVITIES AND SERVICE PROJECTS

Section 1-A calendar of activities and service projects will be handed out at the induction ceremony.

Section 2-Members must attend 80% of all activities to maintain membership.

ARTICLE IX: CHAPTER DUES

Section 1-Dues are to be paid within thirty days of induction.

Section 2-Dues are not to exceed the amount designated in the NHS National Handbook.¹¹

Section 3-Students will not be denied membership in the Summit Academy High School Chapter of NHS for their inability to pay dues. Speak with the Faculty Adviser for more information.

ARTICLE X: AMENDMENTS

Section 1-These bylaws are subject to change, and other bylaws may be added as necessary.

Section 2-All students attending Summit Academy High School and their parents shall be notified of any changes made to this chapter's bylaws.

Section 3-All bylaws must be consistent with the Official Constitution of the National Honor Society.

¹¹ Candidates and parents of candidates are invited to contact the faculty adviser to review the national handbook. Membership dues are not to exceed \$20.