

Muenster High School  
National Honor Society  
Constitution

ARTICLE I

**Name and Purpose**

**Section 1** The name of the chapter shall be the Muenster High School Chapter of the National Honor Society of Secondary Schools, which appears as such on the charter granted in 1972 by the National Honor Society, duly signed by a member of the National Council of the National Honor Society.

**Section 2** The purpose of the chapter shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in students of Muenster High School.

ARTICLE II

**Membership**

**Section 1** Selection for membership shall be by a faculty council based upon scholarship, character, leadership, and service. Once selected, it is the member's responsibility to continue to demonstrate these qualities.

**Section 2** Membership shall be known as active and graduate. A graduate member has no vote. Candidates become active members when inducted at a special ceremony. Active members become graduate members upon graduation.

**Section 3** To be eligible for selection to membership, the candidate must have been in attendance for a period equivalent to one semester in Muenster High School.

**Section 4** Members of the sophomore, junior, or senior class are eligible for selection. Candidates must have a minimum cumulative grade point average of 95% on Muenster's 100-point scale. This scholastic level of achievement shall remain fixed, and shall be the required minimum scholastic level of achievement for admission to candidacy. All students who rise in scholarship to or above the standard may be admitted to candidacy for selection to membership. Their eligibility shall then be considered on their character, leadership, and service.

**Section 5** An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter, upon receipt of membership acknowledgment from the previous school's principal.

**Section 6** Upon request, an active member of this chapter who transfers from this school will be given a letter, signed by the principal, indicating the status of his membership.

### ARTICLE III

#### **Selection of Members**

**Section 1** The selection of members of the National Honor Society shall be by a faculty council. The faculty council shall consist of five (5) voting members appointed annually by the principal. The chapter advisor(s) shall be a non-voting member(s).

**Section 2** Any Muenster student currently in the 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade that meets the scholastic requirement may submit an application to the faculty council for membership in the National Honor Society. Discipline reports will be obtained from the principal/assistant principal.

**Section 3** The membership selection process shall be determined by the faculty council and may be published in both the student handbook and faculty handbook.

**Section 4** The selection process shall take place during the fall semester to be followed by a formal induction ceremony. There will be only one selection period and induction ceremony each school year. Students nominated for induction must be present at the induction ceremony to become an active member.

**Section 5** Questions about non-selection may be referred to the principal/assistant principal.

### ARTICLE IV

#### **Dismissal**

**Section 1** A National Honor Society member must maintain the established standards and requirements for membership in order to retain membership. Any member who fails to maintain the standards and/or requirements shall receive a letter of warning.

Warning – A member will receive a letter of warning for the following offenses:

- an unsatisfactory (U) conduct grade in any six weeks grading period
- failure to attend monthly meetings or service projects
- discipline referrals

Probation – A member will receive a letter of probation for the following offenses:

- falling below the scholastic average (a semester to recover)
- two warnings moves a member to the probationary level

Dismissal:

- A student will be dropped from NHS roll if unable to recover scholastic average after one semester.

A student will receive a letter informing that member of a pre-dismissal hearing and must submit a letter in writing one week in advance of the faculty council meeting. The member will have the right to due process at the hearing. Matters for a pre-dismissal hearing:

- a third warning
- placement in In-School-Suspension
- placement in an Alternative Education Program
- suspension from school
- any violation of civil law that is school related, alcohol/drug related, or related to the destruction of property

**Section 2** When a member is dismissed the student must be notified in writing and return the membership pin and card to the adviser or principal.

## ARTICLE V

### **Officers**

**Section 1** The officers of the chapter shall be president, vice-president, secretary, treasurer and historian. All officers are responsible for attending all National Honor Society meetings, officer meetings, and the induction ceremony, helping organize all NHS activities, making contacts with community members concerning service projects, reviewing submitted service project forms, and being available to help with special projects and activities which may arise.

**Section 2** A majority of votes cast shall be necessary to elect any officer of the chapter.

**Section 3** Returning members who remain in good standing are eligible for any office. An application for office must be submitted by the announced due date to be eligible.

**Section 4** It shall be the duty of the president to preside at the meetings of the chapter. The president is also responsible for announcements to be submitted to the advisor for approval.

**Section 5** The vice-president shall fill the chair of the president in his absence. The vice-president maintains attendance records and writes articles for the newspaper.

**Section 6** The secretary shall keep the minutes of meetings, and records of all business of the NHS on file.

**Section 7** The treasurer shall maintain the activity fund balance and consult with the adviser for accountability. The treasurer must also be active in the area of fundraising.

**Section 8** The historian(s) shall serve as chairpersons of NHS archives and the NHS scrapbook.

## ARTICLE VI

### **Executive Committee**

**Section 1** The Executive Committee shall consist of the faculty adviser and the officers of the chapter with the president acting as its chairman.

**Section 2** The Executive Committee shall have general charge and supervision of the chapter.

**Section 3** The activities of the chapter shall be subject to the approval of the adviser and the principal.

## ARTICLE VII

### **Meetings**

**Section 1** The meetings of the chapter shall be held on days designated by the executive committee. The president and the adviser may call special meetings approved by the executive committee.

**Section 2** The officers of the chapter shall be elected at the last regular meeting of the year.

**Section 3** All meetings shall be open meetings and shall be held under the sponsorship of the adviser or some faculty member selected by the principal.

**Section 4** Members are required to attend each monthly meeting. If a member fails to attend a meeting without notifying the adviser in advance, the member will receive a warning letter.

**Section 5** The chapter shall conduct its meetings according to *Robert's Rules of Order, Newly Revised* in all points not expressly provided for in the constitution.

## ARTICLE VIII

### **Activities**

**Section 1** The executive committee shall develop one or more service projects per year. The projects are to be publicized in a positive manner.

**Section 2** All members shall regularly participate in the chapter's service projects to be eligible to wear the NHS collar at graduation. Service Project hours must be up-to-date and completed by May 1<sup>st</sup> of each year. Each year of membership ten service hours (not including the individual service project volunteer hours) are required for a member to remain and graduate in good standing.

**Section 3** All members are required to fulfill half of the required hours within an NHS sponsored activity.

**Section 4** All members shall participate annually in an Individual Service Project of the member's choice. Members must provide documentation of the hours. Hours that are considered eligible for credit are those that benefit the school or the community at large.

## ARTICLE IX

### **National Honor Society Emblem**

**Section 1** Each member of the chapter shall be entitled to wear the emblem adopted by the National Honor Society of Secondary Schools.

**Section 2** Any member, who is under probation at the time of graduation, will not be entitled to wear the NHS collar at graduation. Any member who resigns or is dismissed from the chapter will return the membership card and pin.

**Section 3** Each member agrees that whether the emblem (pin) comes to a member as a gift, a personal purchase, an award, or from whatever source, the title of the emblem will rest with the chapter of which he is a member. The chapter council can, therefore, by a majority vote, request that any member return his emblem.

**Section 4** All insignia must be procured from the national secretary of the National Honor Society, 1904 Association Drive, Reston, Virginia 22091.

## ARTICLE X

### **Dues**

**Section 1** The annual dues for each member will be subject to the approval of the executive committee of the chapter.

**Section 2** Dues must be paid to be in good standing with the chapter.

**Section 3** Dues for members must be paid by November 1<sup>st</sup> to be eligible to remain in good standing. A member must be in good standing to wear the NHS collar at graduation.

## ARTICLE XI

### **Amendments**

\*This constitution may be amended by a two-thirds vote of the chapter provided the proposed amendment has been approved by a majority vote of the executive committee of the chapter.

\*\*\*Sections dealing with revisions to the procedures for selection, disciplining, and dismissal of members can be changed only by the faculty council... [www.nhs.us](http://www.nhs.us)

\*\*last update 9/4/2020