

NATIONAL HONOR SOCIETY

SOCIETAS MAGNICORUM SCHOLASTICORUM AT ST. JOHNS CLASSICAL ACADEMY

BYLAWS

All components of local bylaws conform to the policies found in the national constitution and National Honor Society Handbook.

ARTICLE I: NAME AND PURPOSE

Section 1. The name of this chapter shall be the Societas Magnanimorum Scholasticorum.

Section 2. 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 St. Johns Classical Academy.

ARTICLE II: MEMBERSHIP

Section 1. Membership in this chapter shall be known as active, honorary, and alumni. Active members become graduate members at graduation. Alumni and honorary members have no vote in chapter affairs.

Section 2. 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 3. Eligibility:

- a. Candidates eligible for selection to this chapter must be members of the sophomore, junior, or senior class.
- b. To be eligible for selection to membership in this chapter, the candidate must have been in attendance for the equivalent of one semester at St. Johns Classical Academy.
- c. Candidates eligible for selection to the chapter shall have a minimum cumulative grade point average of 3.5 (out of 4.0; unweighted grade point average; or '90' are the alternative minimum standards for school using either 100-point scales or letter grades only). 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 can rise in scholarship to or above such standard may be admitted to candidacy for selection to membership. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be considered based on their service, leadership, and character.

ARTICLE III: SELECTION OF MEMBERS

Section 1. The selection of members to this chapter shall be by a majority vote of the Faculty Council consisting of five faculty members appointed by the principal. The chapter adviser shall

be the sixth, non-voting, ex-officio member of the Faculty Council. Prior to notification of any candidates, the chapter adviser shall review with the principal the results of the Faculty Council's deliberations.

Section 2. Prior to selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. Students who are eligible scholastically ("candidates") shall be notified and asked to complete and submit the Candidate Form for further consideration for selection.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser.
- d. The Faculty Council shall review the Candidate Form, disciplinary records and faculty evaluations in order to determine membership.

Section 3. The selection of new, active members shall be held once a year during the first semester of the school year.

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 a letter indicating the status of his/her membership and signed by the Principal.

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

ARTICLE IV: DISCIPLINE and DISMISSAL

Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from the St. Johns Classical Academy 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 – minimum of cumulative GPA of 3.5, then he /she will be given a written warning and a 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 may include dismissal from the chapter.

Section 3. Violation of the law or school regulations can result in dismissal of a member. 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.

- a. In the instance that conduct has warranted a disciplinary action which is reported to the Faculty Council, the Council may issue a warning letter. I further understand that any conduct

which warrants a referral or expulsion from school will also warrant my dismissal from SJCA's National Honor Society through due process.

Section 4. Offenders of the school Faculty and Student Handbook (such as use of profanity, failure to comply, unexcused absence, excessive tardiness, 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 Family and Student Handbook, the member may be dismissed.

Section 5. In all cases of pending dismissal:

a. The member will receive written notification indicating the reason for possible dismissal from the adviser/Faculty Council. The member and adviser will discuss the written notification in a conference. 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 (see below).

b. The member will be given the opportunity to respond to the charge against him/her at a hearing before the Faculty Council prior to the 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 in writing. 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 reviewed by the principal, and then if confirmed, expressed in a letter sent to the student, parents, and principal. Dismissed members must surrender any membership emblems to the adviser.

d. The Faculty Council's decision may be appealed to the building principal and afterwards through the school district discipline policy.

e. When a student is dismissed or resigns, he/she is no longer a member and 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 V: OFFICERS

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

Section 2. Student officers shall be elected at the last meeting of each school year. All returning active members in good standing are eligible to run for a position as an officer. All active members of the chapter are eligible to vote.

Section 3. A majority vote shall be necessary to elect any officer of this chapter. If the first vote does not yield a majority, a second vote shall be taken of the two candidates receiving the highest number of votes.

Section 4. It shall be the duty of the president to preside at the meetings for this chapter.

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 of meetings and be responsible for all official chapter correspondence.

Section 7. The treasurer shall keep the record of chapter expenses, dues, and all other financial transactions of the chapter. Officers of the St. Johns Classical Academy chapter may be relieved of their duties if they are regularly absent from the meetings.

ARTICLE VI: EXECUTIVE COMMITTEE

Section 1. The executive committee shall consist of the faculty adviser and the chapter officers.

Section 2. The executive committee shall 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 VII: MEETINGS

Section 1. Meetings of this chapter shall be monthly.

Section 2. All chapter members are expected to attend all regularly-scheduled chapter meetings. Members should only miss 1 meeting per semester, and must have a valid, written excuse which will be collected by the chapter adviser.

ARTICLE VIII: ACTIVITIES

Section 1. The chapter shall determine one or more service projects for each year.

Section 2. All members shall regularly participate in these projects.

Section 3. 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, and be well-planned, organized, and executed.

Section 4. Each member shall have the responsibility for choosing and participating in an individual service project which reflects his or her particular talents and interests and as approved by the chapter adviser. This is in addition to the chapter projects to which all members contribute. Individual service requirements will be outlined in a separate document titled "Individual Service Requirements".

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

ARTICLE IX: EMBLEM

Section 1. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall have the privilege of wearing the emblem adopted by the National Honor Society.

Section 2. Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

Section 3. Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor cords at graduation.

ARTICLE X: DUES

Section 1. Initial dues for this chapter shall be \$50.00.

Section 2: Dues for returning members for this chapter shall be \$25.00.

Section 3. Dues will be payable to the chapter treasurer within 30 days of the first meeting each year.

ARTICLE XI: POWERS

Section 1. The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 2. The principal shall reserve the right to approve all activities and decisions of the chapter.

Section 3: These bylaws are designed to amplify provisions of the National Constitution and cannot contradict any components thereof. The chapter is obligated to adhere to the provisions of the National Constitution in all activities it undertakes.

ARTICLE XII: AMENDMENTS

Section 1. These by-laws may be amended by a 2/3 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 Articles II, III and IV (selection and discipline), which are developed by the Faculty Council with the approval of the principal.

Section 2. By-laws and amendments must be consistent with the Constitution of the National Honor Society.

National Honor Society FAQs

St. Johns Classical Academy

Prior to induction, prospective members are invited to submit an application, personal statement, and two letters of recommendation. Each application is reviewed, and a decision on membership is made by the NHS Chapter Adviser and the Faculty Council. Scholars whose membership is accepted to NHS are installed at an induction.

Here are some frequently asked questions that may help you understand what is required of prospective members and the application process.

1. **Who may apply for membership in NHS?**

Any SJCA scholar in his/her sophomore, junior, or senior year is invited to apply for membership in NHS provided she/he first meets the minimum Grade Point Average (GPA) requirement. Other criteria for membership include: demonstration of good character, participation in co-curricular and community activities, and a commitment to community service.

Junior or Senior scholars who have previously applied but were not accepted for membership in NHS are encouraged to submit a new application the following school year. Current Seniors applying must complete an individual service project and meet the minimum service hour requirements to graduate with NHS membership status. The Faculty Council shall reserve the right to award honorary membership to foreign exchange scholars or scholars who receive accommodations for a disability in recognition of achievement and/or outstanding service rendered to the school in keeping with the pillars of the National Honor Society. These honorary members must possess three of the four pillars.

2. **What is the minimum Grade Point Average (GPA) requirement for membership in NHS?**

Prospective members must have a minimum GPA of 3.5 to receive an invitation to apply. Current members must maintain a 3.5 GPA to retain membership in NHS. Current members whose GPA falls below 3.5 are put on probation for one semester, ending with a review of the student's GPA after the probationary period.

3. **How do I apply for membership in NHS?**

Scholars meeting the minimum GPA are invited to apply. Scholars who apply for membership in NHS are not automatically invited to join NHS. The application is used by the Faculty Council as one of the criteria for membership alongside the student's GPA and disciplinary record.

4. **When do I apply for membership in NHS?**

Invitations to apply are emailed to all students meeting the minimum GPA. A specific and final deadline date for applying is listed on the application. This deadline will **NOT** be extended; therefore, all applications must be turned in on or before this deadline date, or the application will not be accepted. **NO EXCEPTIONS WILL BE MADE.**

5. **When will I know if I've been accepted for membership in NHS?**

Invitations to join the National Honor Society will be hand delivered to qualifying students. Those scholars who are not offered membership will receive a letter explaining the reason(s) their application was not accepted.

6. **Besides scholarship, what are the other criteria for membership in NHS?**

The National Honor Society requires members to demonstrate leadership in and outside of school, perform service to their school and community, possess a character of high morals and ethics, and demonstrate citizenship by their membership in school and community organizations. NHS requires prospective members to list and describe their co-curricular activities, their leadership positions in these activities, their involvement in school and community activities, and the types and number of service hours performed throughout their high school career.

7. **What are co-curricular activities?**

Co-curricular activities include membership in school or club sports teams, band, chorus, orchestra, clubs, internships, part-time jobs, etc.

8. **What is considered a leadership position?**

A leadership position is any position in which the student had to manage, motivate, and oversee other people. These leadership positions can be elected or appointed positions in student government, clubs, or community

organizations. Leadership positions can be associated with a particular service or community project. Work-related leadership positions (such as store manager, assistant manager, team leader, etc.) are acceptable.

9. **What are community activities?** Membership in NHS requires active participation in the community outside of school. Community organizations include Boy and Girl Scouts, service organizations like Rotary, fundraising events like Relay for Life, environmental groups or activities, charity organizations such as the American Cancer Society or the American Red Cross, religious organizations, such as church/synagogue/mosque, youth or mission groups, etc.
10. **What are service hours?**
Service hours are the amount of time a scholar volunteers in activities for which he/she receives no compensation. Service hours that are performed in order to receive or boost a class grade or to satisfy the requirements of a class may not be used as part of a student's application to NHS. In addition, service hours performed so a scholar may be rewarded with a trip, prize, or other non-monetary reward may not be included in the student's application. The exception to this is any service activity associated with the Boy/Girl Scouts or similar organization whereby the student is recognized with a badge or similar type of award.
11. **What part does character play in the application process?**
NHS holds in high esteem the character of its members. While scholars who have violated St. John Classical Academy's Honor Code or have been subject to disciplinary measures, may not be accepted for membership in NHS, they may still decide to submit an application. Scholars who choose to do so are highly encouraged to also submit a detailed explanation of the circumstances of the infraction as well as what the student learned from the experience.
12. **What should I include on my application?**
Typically, the Faculty Council is looking for a well-rounded scholar who is not only focused on academic success, but who also has a deep commitment to serving their community. Leaving important areas on the application blank will only diminish the chances of admission. This is not to say, however, that if you don't have any leadership positions listed you will not get into NHS, but it certainly means the rest of your activities have to be that much stronger. All volunteer activities listed on the scholar's application must also include a contact name and telephone number or email address in order to verify the applicant's service hours and activities.
13. **Does it cost anything to be a member of NHS?**
Dues are paid annually. During their first year, members pay \$50.00. Dues are \$25 for subsequent years.
14. **Who should I speak to if I need more information on NHS membership and requirements?**
The NHS Chapter Adviser is Ms. Cosme. She can be reached via email at anamaria.cosme@stjca.org.