

National Honor Society Bylaws
Raymond J. Grey Chapter of the National Honor Society
Acton-Boxborough Regional High School
June 2008

The foundation of criteria for selection to the National Honor Society is based on the outstanding demonstration of the four qualities of scholarship, leadership, community service and character. Students who have successfully met the specific chapter qualifications and requirements are formally inducted into the organization during the last term of their junior year. Membership in the National Honor Society provides the opportunity to participate in a variety of service and leadership activities sponsored by the organization during the school year.

SCHOLARSHIP

Senior and junior candidates eligible for selection to membership must have a grade point average of 3.7 or a weighted grade point average of 3.9.

LEADERSHIP

Student leaders are those who are resourceful, good problem solvers, promoters of school activities, idea contributors, dependable, and persons who exemplify positive attitudes about school and life. Leadership experiences can be drawn from school or community activities.

COMMUNITY SERVICE

Students are expected to participate in voluntary contributions to the school or community, done without compensation and with a positive, courteous, and enthusiastic spirit.

CHARACTER

The student of good character upholds principles of morality and ethics, is cooperative, demonstrates high standards of honesty, integrity and reliability, shows courtesy, concern, and respect for others and generally maintains a good, clean lifestyle.

I. **MEMBERSHIP ELIGIBILITY**

- A. Membership in the Raymond J. Grey Chapter of the National Honor Society shall be based on scholarship, service, leadership and character.
- B. To be eligible for election to membership in this Chapter, the candidate must have been in attendance in this school for a period equivalent to one semester or two marking terms. Special circumstances may be ruled on by the Faculty Council.
- C. Candidates eligible for election to this chapter must be members of the senior or junior class.
- D. To be eligible for election to membership in this Chapter, the senior candidates must have been enrolled in a high school or its equivalent for a minimum of seven (7) semesters or fourteen (14) marking terms. Junior candidates must have been enrolled in a high school or its equivalent for a minimum of five (5) semesters or ten (10) marking terms. Special circumstances may be ruled on by the Faculty Council.
- E. To be eligible for election to membership in this Chapter, senior candidates must be completing one hundred (100) credits or more by the end of their election year. Junior candidates must be completing seventy-five (75) credits or more by the end of their election year.
- F. Senior and junior candidates eligible for election to membership in this Chapter shall attain and maintain a minimum grade point average of 3.7 or weighted grade point average of 3.9. Please refer to the Handbook section for the grade equivalent scale.
- G. Candidates eligible for membership in this Chapter shall meet the standards of all school policies concerning personal behavior and truancy. Any student suspended shall ordinarily not be considered for membership; special circumstances may be ruled on by the Faculty Council.
- H. Candidates eligible for membership shall not have violated Academic Integrity procedures.
- I. Candidates eligible for membership in this Chapter shall not have violated any civil or criminal law.

- J. Members are expected to maintain the standards which were the basis for their selection.
- K. Participation in the National Honor Society is a privilege and not a right.
- L. No student may be excluded from consideration based on his/her disability, race, ethnicity, national origin, gender, sexual preference, religion or family status.

II. **SELECTION OF MEMBERS**

- A. After the end of the second marking period, all junior and senior students who have met the scholarship requirements for their grade level will be invited to prepare a Student Information and Application Form indicating their qualifications for membership. A prepared form will be used wherein prospective members will list their extracurricular activities, their community service work, their jobs or part-time work, awards, honors and any other pertinent activities. This form will also include questions concerning the student's personal behavior. These forms should be filled out neatly in ink or typed.
- B. Completion of the Student Information and Application Form does not necessarily guarantee the student will be elected to membership in the Chapter.
- C. The Student Information and Application Form must be returned to the Chapter Adviser(s) one (1) week after the student has been notified of his/her eligibility.
NO LATE APPLICATIONS WILL BE ACCEPTED.
- D. A list of prospective members who have returned their forms filled out appropriately will be distributed to all members of the faculty for a scholarship, leadership and character evaluation.
- E. The Student Information and Application Form will be reviewed by the Chapter Adviser(s) for consideration by the Faculty Council. The selection of each member to the Chapter shall be by a majority vote of the Faculty Council.
- F. New members of the Raymond J. Grey Chapter of the National Honor Society will be notified of their acceptances near the end of the third marking period by a letter to their parents and by a list posted at the Main Office and in the Counseling Department.

- G. Students who are not elected to the National Honor Society and who feel they meet the requirements for membership may appeal to the Adviser(s). The Faculty Council will then consider the appeal and set a date for a hearing should they deem the appeal reasonable. Any appeal will be confidential.
- H. An active member who transfers from this school will be given, upon the student's request, a letter indicating the status of his/her membership. The letter will be signed by the Principal and the Chapter Adviser(s).
- I. Candidates for membership {and/or their parent(s)/guardian(s)} shall not solicit faculty support for selection to the National Honor Society.

III. INDUCTION AND INSTALLATION

- A. Traditionally the induction of new members into the Raymond J. Grey Chapter of the National Honor Society shall be held on the last Tuesday in April. New Chapter officers shall be installed at the same time.
- B. The induction and installation ceremonies will be planned, arranged, and conducted by the Chapter Adviser(s) and the Principal, assisted by the Chapter officers.
- C. At the Induction Ceremony, the Principal's Award may be given to the outstanding member of the Chapter. This award will be given to the student who best exemplifies the National Honor Society's standards of scholarship, leadership, community service and character. The Faculty Council will select the student to receive the award.

IV. MEMBERSHIP RESPONSIBILITIES

- A. The performance of each member will be reviewed periodically for compliance with National Honor Society and Chapter standards and obligations in regard to scholarship, leadership, community service and character. Failure to meet these standards and obligations will result in loss of membership.
- B. All members will be required to participate in three (3) National Honor Society sponsored service projects in order to maintain their membership.

- C. Attendance at all meetings is expected. Attendance will be taken by the Executive Committee.

V. OFFICERS

- A. The officers of this chapter shall be president and vice president.
- B. A majority of votes cast by secret ballot shall be necessary to elect any officer of this Chapter.
- C. It shall be the duty of the Chapter president to preside at meetings of this chapter and conduct the business of the Chapter.
- D. The Chapter vice president shall fill the chair of the president in his/her absence and assist the president in conducting the business of the Chapter.
- E. The Chapter shall keep the minutes of meetings, a record of all business and all records on file.
- F. The Chapter shall receive and disburse all funds of the Chapter and keep an accurate record of receipts and disbursements in accordance with school regulations and with the close guidance of the Chapter Adviser(s).
- G. All reports, record, and business of this Chapter will be open to active members of the National Honor Society and the Faculty Council.
- H. If, for any reason, an officer should be unable to serve his/her complete term in office, the Faculty Council will appoint a new officer from a list of candidates prepared by the Executive Committee.
- I. The officers of the chapter shall be nominated at the first regular meeting of newly elected members. Each person may run for only one office. Only juniors may run for office.
- J. The officers of the Chapter shall be elected by secret ballot. Only members of the junior class may vote. The balloting will take place during the lunch periods in the adviser(s) classroom and will be conducted by the Faculty Adviser(s). In case of a tie, there will be a new secret ballot for that office.

VI. DISCIPLINE AND DISMISSAL

- A. Dismissal from membership in the Raymond J. Grey Chapter of the National Honor Society may result from low scholastic standards

or from deliberate or continued violation of school policies or from violation of civil or criminal law or failure to carry out membership responsibilities.

- B. Members who fail to maintain the standards that are the basis for their selection shall be warned in writing by the chapter adviser(s) and given a reasonable amount of time to correct the deficiency. In the case of a flagrant violation of school rules or the law, a member does not need to be warned.
- C. The Faculty Council shall determine when an individual has exceeded a reasonable number of warnings.
- D. In all cases of pending dismissal, a member shall have a right to a hearing before the Faculty Council.
- E. For purposes of dismissal, a majority vote of the Faculty Council is required.
- F. A member who has been dismissed may appeal the decision of the Faculty Council to the Principal and thereafter under the same rules for disciplinary appeals in the school district.
- G. A violation of the school's drug and alcohol policy will be grounds for dismissal.
- H. Notification to the Adviser(s) by the Academic Integrity Committee of a warning or violation by a member may be cause for dismissal.

VII. EXECUTIVE COMMITTEE

- A. The Executive Committee shall consist of the Chapter Adviser(s) and the officers of the Chapter.
- B. The Executive Committee shall have general charge of the meetings and business of the Chapter. Any action on the part of the Committee may be subject to the review of the Chapter and the Faculty Council.
- C. Any Chapter member may suggest to the Executive Committee the formation of a committee or the scheduling of an event. If approved by the Executive Committee, the member who made the suggestion shall be placed in charge of the event or the committee. All activities are subject to the approval of the Principal.

VIII. SUPERVISION

- A. The activities of this Chapter shall be supervised by the Chapter Adviser(s) appointed by the Principal.
- B. Executive Committee meetings will be held as needed and will be open to interested and concerned members.
- C. Out of school meetings, approved by the Executive Committee, may be called by the president.
- D. All meetings shall be open meetings and shall be held under the supervision of the Chapter Adviser(s).
- F. Attendance will be taken at meetings held during the school day. Members who are absent from the meetings and also absent from the class that period will face disciplinary action by the Faculty Council.

The Faculty Council and Advisors of the Raymond J. Grey Chapter of the National Honor Society give credit and thanks to the National Honor Society Chapters at Concord-Carlisle Regional High School and Needham High School for their contribution to the revision of our By Laws.