

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

January 2008

MEMBERSHIP

1. Membership in the Raymond J. Grey Chapter of the National Honor Society shall be based on scholarship, service, leadership, and character.
2. 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.
3. Candidates eligible for election to this chapter must be members of the senior or junior class.
4. 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.
5. 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.
6. Senior and junior candidates eligible for election to membership in this Chapter shall attain and maintain a minimum grade point average of 3.6 or weighted grade point average of 3.8. Please refer to the Handbook section for the grade equivalent scale. Candidates must also be nominated by one or more members of the A.B.R.H.S. faculty.
7. Candidates eligible for membership in this Chapter shall meet the standards of all school policy concerning personal behavior, tardiness, absence, and truancy. Any student suspended shall ordinarily not be considered for membership; special circumstances may be ruled upon by the Faculty Council.
8. Candidates eligible for membership in this Chapter shall not have violated any civil or criminal law.
9. 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 policy or from violation of civil or criminal law.

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ELECTION OF MEMBERS

1. After the end of the second marking period, all junior and senior students who are nominated by the faculty and who have met the scholarship requirements for their grade level are invited to prepare a Student Information Form of 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, and any other pertinent activities. This form will also include questions concerning the student's attendance and behavior. These forms should be filled out neatly.
2. Completion of the Student Information Form does not necessarily mean the student will be elected to membership in the Chapter.
3. Upon completion of the student summary, the candidate for membership shall ask two members of the faculty to sign the application. These members of the faculty should know the applicant well enough to give a character reference for the student.
4. The student summary must be returned to the Chapter Adviser(s) one (1) week after the student has been notified of his/her eligibility.
5. The student summary forms will be reviewed by the Chapter Adviser(s) for consideration by the Faculty Council.
6. 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.
7. Students who are not elected to the National Honor Society and who feel they meet the requirements for membership may appeal to the Principal. The Principal will consider the appeal and decide if the appeal should go to the Faculty Council to be decided. Any appeal will be confidential. There will be no permanent record of any appeal.
8. An active member of the National Honor Society 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 by the Chapter Adviser(s).

OFFICERS

1. The officers of this chapter shall be president and vice-president.
2. A majority of votes cast by secret ballot shall be necessary to elect any officer of this Chapter.

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3. It shall be the duty of the Chapter president to preside at meetings of this chapter and conduct the business of the Chapter.
4. 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.
5. The Chapter shall keep the minutes of meetings, a record of all business, and all records on file.
6. 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).
7. All reports, records, and business of this Chapter will be open to active members of the National Honor Society and Faculty Council.
8. 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.
9. 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.
10. 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 advisor's classroom and will be conducted by the executive committee or their appointees. In case of a tie, there will be a new secret ballot for that office.

EXECUTIVE COMMITTEE

1. The Executive Committee shall consist of the Chapter Adviser and the officers of the Chapter.
2. The Executive Committee shall have general charge of the meetings and the business of the Chapter but any action on the part of the Executive Committee may be subject to the review of the Chapter and the Faculty Council.
3. 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.

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INDUCTION AND INSTALLATION

1. 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.
2. The induction and installation ceremonies will be planned, arranged, and conducted by the Chapter Adviser and the Principal, assisted by the Chapter officers.
3. At the Induction Ceremony, the Principal's Award may be given to the outstanding member of the Raymond J. Grey Chapter of the National Honor Society. This award will be given to the student who best exemplifies the National Honor Society's standards of scholarship, service, leadership, and character. The Faculty Council will select the student to receive the award.

SUPERVISION

1. The activities of this Chapter shall be supervised by a Chapter Adviser or Advisors appointed by the Principal.
2. Executive committee meetings will be held as needed and will be open to interested and concerned members.
3. Out-of-school meetings, approved by the executive committee and the Adviser, may be called by the president.
4. All meetings shall be open meetings and shall be held under the supervision of the Chapter Adviser.
5. Attendance will be taken at meetings held during the school day. Members who are absent from meetings and absent from class will face disciplinary action by the Faculty Council.

BYLAWS

1. The bylaws may be amended or changed by a two-thirds (2/3) vote of the chapter, provided that the proposed amendment or change has been approved by the executive committee of the chapter, the Chapter Adviser(s), the Principal, and three-fourths (3/4) of the Faculty Council and that notice to members has been given at least one (1) month prior to the meeting at which the amendment or change is to be voted upon.