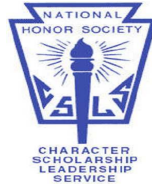


North Muskegon High School
National Honor Society
Jean Baptiste Recollect Chapter



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Article I-Name

The name of this chapter shall be the North Muskegon High School (Jean Baptiste Recollect Chapter) of the National Honor Society (NHS)

Article II-Purpose

The North Muskegon High School National Honor Society exists to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of North Muskegon High School.

Article III-Selection Procedure

Section 1-Selections to the Jean Baptiste Recollect Chapter of the National Honor Society here at North Muskegon High School are made by the Faculty Council which consists of five voting faculty members appointed annually by the principal. The chapter Advisor shall be an ex officio, nonvoting, sixth member of the Faculty Council. In order to be selected, a student must demonstrate outstanding performance in all four criteria of NHS-scholarship, leadership, service, and character. All deliberations of the Faculty Council are strictly confidential.

Section 2-The adviser will identify students in grades 11 and 12 with the prerequisite GPA of 3.4 or better and then survey those students to determine interest in membership and to obtain information regarding service and leadership activities. Students so surveyed should understand that such surveys are not applications for membership, and that the review of information gathered does not guarantee selection.

Section 3-Students who meet the scholarship criterion are invited to complete a Student Activity Information Form that provides the Faculty Council with information regarding the candidate's leadership and service. Documented participation of school or community service in the current school year can also be submitted by the student along with the Student Activity Information Form.

Section 4-The Faculty Council will then evaluate the candidates' record of leadership, service, and character. Although the academic criterion is important and will be considered first, membership will never be considered on the basis of grades alone, even though the Faculty Council may consider scholarship as the most important of the four criteria.

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Section 5-To evaluate a candidate's character, the Faculty Council uses various forms of input. School disciplinary records are reviewed and members of the faculty are solicited for input regarding their professional reflections on a candidate's character, and leadership. This information along with the Student Activity Information forms and any other pertinent sources of information will be carefully reviewed by the Faculty Council to determine membership. All faculty input is confidential.

Section 6-A majority vote of the Council is necessary for selection. Candidates are notified regarding selection or nonselection by December 1.

Section 7-Following notification, a formal Induction Ceremony is held at the school to recognize all the newly selected members. Once inducted, new members are required to maintain the same level of performance (or better) in all four criteria that led to their selection. This obligation includes regular attendance at chapter meetings held bimonthly on Wednesdays during the school year, other meetings as called by the President or the Adviser, and participation in chapter service projects.

Article IV-Meetings

Section 1-Regular meetings are held bimonthly on Wednesdays during the school year. Additional meetings may be called by the President or Advisor as needed.

Section 2-Members are expected to attend all NHS meetings. Members missing a meeting without prior approval from the Advisor or another valid reason may be required to appear before the Faculty Council for a hearing.

Section 3-Meetings may be run according to *Robert's Rules of Order*

Article V-Chapter Projects

Section 1-All members are expected to take part in all chapter activities including our 2-3 Red Cross Blood Drives, our Tutor Room and tutoring services, and any additional chapter projects that may develop.

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Section 2-All members are expected to carry out individual service (20 hours) and tutoring (20 hours) activities throughout the school year. Members will submit Service and Tutoring Logs to the chapter Advisor. The Logs should list all service activities performed during that school year, starting from the date of Induction for 1st year members. Service is considered to be those actions undertaken by the student which are done with or on behalf of others without any direct financial or material compensation. A maximum of 10 hours of Service may be school-related.

Article VI-Chapter Leadership

Section 1-The officers of the chapter shall be President, Vice President, Secretary and Treasurer.

Section 2-Student officers shall be elected at the last meeting of the school year. All returning active members 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 the chapter. If the first vote does not yield a majority, a second vote shall be taken of the two candidates receiving the highest vote totals.

Section 4-The following duties reflect the responsibilities of the each office for the North Muskegon High School NHS:

President

- Collaborate with the NHS Advisor to set meeting schedules and agendas
- Conduct NHS meetings in a fair, orderly, and efficient manner (*Parliamentary Procedures?*)
- Organize and conduct the annual NHS Induction Ceremony in mid-to-late November
- Work in collaboration with the NHS Vice-President and Treasurer to secure an April NHS Fund Balance of at least \$600.
- In collaboration with the NHS Advisor, order NHS Graduation Stoles in late April

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Vice-President

- Organize and monitor active member participation in 2-3 Red Cross Blood Drives
- In the absence of the NHS President, assume any and all presidential duties
- Help the NHS President conduct meetings and organize the NHS Induction Ceremony
- Assist the NHS Secretary in recording meeting attendance and meeting minutes
- Work in collaboration with the NHS President and Treasurer to secure an April NHS Fund Balance of at least \$600

Secretary

- Collaborate with the NHS President and NHS Advisor to set meeting agendas
- Post meeting agendas on our NHS bulleting board and forward an electronic copy to the NHS Advisor
- Record member attendance at meetings and forward this record to the NHS Advisor
- Record pertinent details of each meeting (meeting minutes), organize in presentable form, and forward this record electronically to the NHS Advisor

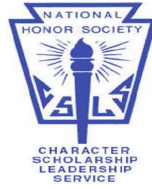
Treasurer

- Prior to every NHS meeting, obtain the NHS Fund Balance from the NMPS Financial Secretary and report this balance at the beginning of each meeting
- Collect annual NHS member dues and deposit into the NHS Fund Account
- Organize work schedule for NHS Concession Stand (during boy's basketball season) and assist NHS Advisor in stocking the store.
- Work in collaboration with the NHS President and Vice-President to secure an April NHS Fund Balance of at least \$600

Article VII-Discipline and Dismissal of Members

Section 1-Any member who falls below the standards of scholarship, leadership, character or service may be considered for dismissal from the North Muskegon High School chapter of the National Honor Society. A member of the National Honor Society is expected to maintain their academic standing and take an active role in service and leadership to their school and community.

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Section 2-If a member's cumulative GPA falls below the standard in effect when they were selected (a 3.4 on a 4.0 scale), the Advisor will give the member a written warning and a time period for improvement. If the cumulative GPA remains below standard at the end of the warning period, the member will be subject to further disciplinary action by the Faculty Council, which may include dismissal from the chapter.

Section 3-If a member fails to perform any of the published obligations, the Advisor will give the member a written warning and a time period for improvement. If the obligation remains unmet at the end of the warning period, the member will be subject to further disciplinary action by the Faculty Council, which may include dismissal from the chapter.

Section 4-Violation of school regulations, local ordinances, and/or state and federal laws may result in dismissal of a member. These violations include, but are not limited to: stealing; cheating; truancy; any drug or alcohol related offenses.

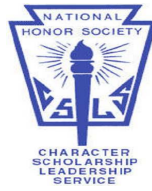
Section 5-Members are expected to abide by all school rules as stated in the North Muskegon High School Student Handbook. Failure to do so may result in a written warning from the adviser or a hearing with the Faculty Council. A pattern of school rule violations will be cause for dismissal.

PARTY POLICY

If an active member of our NHS attends a party/social gathering that includes the underage drinking of alcohol and/or illicit drug use, that member is expected to demonstrate **character** and **leadership** by leaving the event immediately. For purposes of clarity, the Faculty Council of the NHS at North Muskegon defines "immediately" as within 10 minutes of initial arrival.

If an active member of our NHS is confirmed to have been present (did not leave immediately) at a party/social gathering that includes underage drinking of alcohol

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and/or illicit drugs, that member can expect the NHSFC to initiate dismissal procedures.

In regards to the dismissal procedures, our NHS members can expect that the NHSFC will follow due process, gather all pertinent information, and thoroughly consider this information before rendering a decision about dismissal, probation, or status quo.

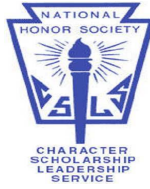
The rationale for the NHSFC decision is simple and clear; upon arrival at a social gathering/party that includes underage drinking of alcohol and/or illicit drugs use, did that NHS member leave immediately?

Section 6-In all cases of pending dismissal:

- The member will receive written notification indicating the reason for possible dismissal from the Advisor. The member and the Advisor 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 will still be held.
- 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 the vote to dismiss. A majority vote of the Faculty Council is needed to dismiss any member.
- 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.
- The Faculty Council's decision may be appealed to the building principal.
- When a student is dismissed or resigns, he or she is no longer a member and may not be recommended for membership in the National Honor Society at a later date.

Section 7-In lieu of dismissal, the Faculty Council may impose disciplinary sanctions (probation) on a member as deemed appropriate.

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Article VIII Powers

Section 1-The chapter Advisor is given the authority to supervise the administration of chapter activities, as delegated by the school principal and serve as a liaison to the Faculty Council.

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

Article IX-Amendments

Section 1-These bylaws may be amended by a two-thirds vote of the Faculty Council.

Section 2-Bylaws and amendments must be consistent with the constitution of the National Honor Society.

The contact person, should you have questions or concerns, is NHS advisor, Michael Belmonte. You can reach him by email: belmonmi@nmps.k12.mi.us