

**Constitution to the National Honor Society
Whitnall High School**

**ARTICLE I
Name**

Section 1 The name of this organization shall be known as the Charles B. Whitnall High School Chapter of the National Honor Society.

**ARTICLE II
Purpose**

Section 1 The purpose of the Charles B. Whitnall High School Chapter of the National Honor Society shall be consistent with that of the Constitution of the National Honor Society, "to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of secondary schools."

ARTICLE III

Membership

Section 1 Membership in NHS is an honor, a privilege, and a responsibility. Potential members are expected to demonstrate scholarship, leadership, service and character. Candidates for NHS must have a cumulative weighted GPA of 3.50 or higher through **4 semesters** of high school, and have completed at least one full semester at Whitnall High School. The candidate must complete an application which outlines his or her activities and awards and includes a statement providing evidence of qualifications for NHS. Applications must be completed and received by the announced due date and time. The application is then reviewed by a committee of five faculty members, not to include the NHS advisors. If a majority of the faculty members rate the applicant at an acceptable level on a rubric, the applicant is invited to become a member of NHS.

Section 2 The Faculty Council shall reserve the right to award honorary membership to school officials, principals, teachers, NHS advisers, adults, students with disabilities, or foreign exchange students in recognition of achievement and/or outstanding service rendered to the school in keeping with the purposes of the National Honor Society. Honorary membership cannot be applied for. It is awarded strictly at the discretion of the Faculty Council. Honorary members shall have no voice or vote in chapter affairs.

ARTICLE IV

Official Insignia

Section 1 This organization shall have an official and uniform pin as selected by the National Council. Its distribution and rules for use shall be exclusively regulated by said council.

Section 2 Each active, graduate, or honorary member in good standing shall be entitled to wear this pin.

Section 3 Any member who resigns or is involuntarily dismissed shall return the pin to the chapter advisor.

Section 4 The motto of the National Honor Society shall be Noblesse Oblige.

Section 5 The official colors of the National Honor Society shall be blue and gold.

Section 6 A Graduate member shall verify their membership with the national office in order to replace and purchase a lost pin.

ARTICLE V

Election of Officers

Section 1 Qualifications of the executive officers shall be:

- A senior member of National Honor Society in good standing with the society and Whitnall administration.
- Demonstrate student leadership
- A strong feeling of responsibility to the Whitnall High School National Honor Society, its duties, and its goals
- A strong desire to better Whitnall High School and its community

Section 2 Each candidate shall complete a nomination form:

- **Elections of the new executive officers shall take place at the April general meeting.**
- Nomination forms shall be distributed by **current officers at the March general meeting.**
- Nominations must contain the candidate's name, the office the candidate is running for, and a short high school biography.
- A candidate must declare the office they are running for at the meeting prior to the election.
- One nomination may be turned in per candidate.

Section 3 Voting: Each candidate will give a speech in front of the current National Honor Society members.

- Candidates will be voted into office by the entire National Honor Society membership.
- Voting for Executive Officers will take place immediately following the speeches.
- Ballots will be distributed by the advisors to ensure that each member receives only one ballot.
- Ballots shall be counted by the advisors on the same day as the vote.
- In the case of a tie, the advisors will vote.
- Results shall be provided via announcements the next day.
- The election shall come under direct supervision of the advisors.

ARTICLE VI

Duties of Officers

Section 1 The executive officers shall be the **President, the Vice President, the Secretary, the Treasurer, and the Historian.**

Section 2 Duties of the Officers:

- **The President** shall perform these tasks:
 - Preside at all meetings
 - Be present at all National Honor Society events
 - Approve all committee chairs
 - Work with other executive officers to develop an agenda for each meeting. **The President shall organize a meeting of the chapter advisors and all executive officers at least one week in advance of the General Meeting.**

- o Act as a liaison between the National Honor Society and the administration
- o The President shall not vote except in cases where a deciding vote is needed except in the case of breaking a tie for the election of executive officers.
- **The Vice President** shall perform these tasks:
 - o Perform the duties of the President in his/her absence
 - o Assist in coordinating activities and committees
 - o Take pictures at every service activity to be shared with the slideshow induction ceremony committee
 - o Take attendance at each meeting and event and provide a list of absent members for the secretary
 - o Inform the advisor when a member has reached a second absence or has not met participation requirements
- **The Secretary** shall perform these tasks:
 - o **Share meeting agendas with chapter advisors the day after an officers' meeting, and share meeting minutes the day after a chapter meeting.**
 - o Create and format all agendas for all meetings
 - o Handle all official correspondences with the National Honor Society student body
 - o Agendas are to be turned into the advisor the day after an officers meeting and minutes are to be turned into the advisor the day after a meeting of the whole
- **The Treasurer** shall perform these tasks:
 - o Keep a monthly account of all income, expenditures, and other transactions
 - o Prepare a monthly budget update to be delivered before the other officers at monthly officer meetings
 - o Periodically report to the school's business secretary for the purpose of error management
 - o Approve all major transactions in conjunction with the National Honor Society advisors
 - o Coordinate refunds and reimbursements
 - o Oversee cash box requests and usage for fundraising requests, t-shirts, etc (personally collecting money if necessary)
- **The Historian** shall perform these tasks: (New 2023-24)
 - o **Collect a copy of all NHS agendas, speeches, induction ceremony scripts, selection packets, election procedures, officer requirements, community service guides, individual service logs and any other written material to establish and maintain continuity and traditions**
 - o **Develop and maintain a scrapbook of memorabilia in which to record the chapter's history**
 - o **Research and prepare items of significance of the chapter's history**
 - o **Prepare displays of chapter activities for community events, including induction**
 - o **Complete the annual report of all National Honor Society activities**
 - o **Represent the chapter in public relations and official functions**
 - o **Speak at the induction ceremony as needed**
 - o **Set an example of scholarship, leadership, character and service for others to follow**

In addition, **all** executive officers must maintain a permanent file of reports that can be presented to succeeding officers.

ARTICLE VII

Member Obligations

Section 1 Meetings

- National Honor Society meetings shall be held every **third** Thursday of the month that school is in session at 7:10 AM, unless deemed otherwise by the officers and advisors.
- Executive Officers and advisors will also meet every first Thursday of the month that school is in session at 7:10 AM or during Falcon Time, unless deemed otherwise by the officers and advisors.
- The President has the power to schedule additional meetings, as necessary, for the purpose of event coordination and organization or emergency executive meetings.

Section 2 Attendance

- All members of National Honor Society shall be required to have minimal absences from meetings, consisting of no more than one unexcused absence per semester. If a member is late to two meetings, it will count as one absence.
- A member excused from school on the day of a scheduled meeting shall also be excused from the meeting. Any full-day absence excused by the school (such as illness or funeral obligation) shall also be excused by National Honor Society and shall not be counted against the member.
- At the change of the semester, the Vice President shall erase all absence tallies, with each member beginning the new semester with an absence tally of zero. This is not to say that a member removed due to absences shall be reinstated at the next semester (see Removal article).

Section 3 Maintenance of the Four Characteristics of National Honor Society

- All members are expected to be models of scholarship, leadership, service, and character within the school and community. Any member determined by the advisors or school administration to be lacking in one or more of these qualities will be subject to removal.
- A member must maintain a weighted GPA of 3.50 or above. Failure to do so will result in the member's removal.
- **All members are expected to participate in a minimum of eight service hours in service projects that are organized by the National Honor Society and at least twenty total service hours within a calendar year (September- September).**
 - At the end of first semester, the Vice President shall tally each member's service participation. Those who have not participated in at least four service hours during the semester will receive a written warning.
 - After the final NHS service project, the Vice President shall tally each member's service participation. Members who have not participated in at least eight service hours during the school year will be removed from NHS.

Section 4 Dues

- Each member of the National Honor Society shall be required to pay a \$10.00 fee. In some years this fee may be waived due to the organization's finances.
- Should any member be unable to pay this due, a financial compromise may be negotiated with said member and the advisors.

ARTICLE VIII

Suspension and Dismissal

Section 1 Any National Honor Society member is expected to abide by the rules stated in the WHS Athletic and Activities Code. Failure to do so will result in the penalties outlined in the Code.

Section 2 From the time of their letter of acceptance, any National Honor Society member will be suspended or dismissed for violating rules stated in the Whitnall High School Handbook depending on the severity of the offense as determined by the advisors and administration.

Section 3 Any National Honor Society member will be suspended or dismissed for failing to meet the attendance requirements and obligations established by the executive committee and advisor as outlined in this constitution.

- If a member falls below the 3.50 GPA at the end of first semester, they will be removed from NHS. Seniors finishing their last semester without a cumulative 3.50 GPA will also be dismissed and not wear the cords at graduation.
- If a member has failed to meet attendance requirements, service requirements, or dues requirements outlined in this constitution, the member will receive a suspension letter from the advisor. If, after one week of receiving a letter of suspension, the suspended member has not taken measures to rectify the problem (i.e. conference with Advisor, a written plan of action, or the payment of dues), the suspended member will be issued a letter of dismissal.

ARTICLE IX

Amendments

Section 1 An amendment shall be defined as any addition, deletion, or change to the Whitnall NHS constitution.

Section 2 Any proposed amendments must be directly submitted to an officer or advisor at least two weeks prior to the March general membership meeting.

Section 3 A proposed amendment will be voted upon at the March general membership meeting. Time will be given to the member or group proposing the amendment to fully explain it to the general membership body.

Section 4 Immediately following this explanation, a vote shall be held. The amendment shall be passed if at least two-thirds of current members vote in favor of the amendment.

Section 5 In certain cases of minor amendments to the constitution (such as a change of wording or language) a unanimous officer decision shall be sufficient in lieu of a two-thirds majority affirmative vote. If this occurs, the change shall be explained at the next general membership meeting.

Section 6 Faculty advisors hold final veto power over all proposed amendments, even if they receive the required two-thirds vote by student members.

Section 7 An updated 2023 Chapter Constitution document will be posted with complete changes, and uploaded to chapter website. This version will contain only active amendments. A legacy document will be kept and cataloged by the chapter Secretary, which will contain the full document, even previous amendments.

Developed 6/2/10, Revised 03/16/23

**Agreement to uphold the Charles B. Whitnall High School Chapter of the National Honor Society
Constitution**

Please read the constitution carefully because you will be expected to understand and demonstrate the content as a member of the Charles B. Whitnall High School Chapter of the National Honor Society.

1. **ALL NHS members will be expected to become contributing, involved participants once they are awarded membership.** Becoming a NHS member is a privilege – and we know that your appreciation of this limited opportunity will be reflected in your efforts.
2. As a member of NHS, **you will be expected to meet all NHS expectations** – including minimal absences, constant participation and input, and perhaps even guiding projects that will benefit others. In addition, **you will be subject to the complete Athletic/Activities Code** – which includes maintenance of grades, responsible behavior and conduct, etc. You will consent to these requirements by signing this form as well as the NHS pledge.
3. Most importantly, **failure to meet these requirements in any way will result in your removal from your position.** It is extremely important that you uphold the expectations of NHS as you carry out your duty as a member. Being an active participant in NHS requires 100% effort and dedication – like any worthwhile task. If you are not willing to make such a commitment, we ask that you do not apply.
4. As a responsible member of our school and your individual class, we have no doubt that you will live up to the responsibility that comes with the honor of your position.
We know you are up to the challenge, and we appreciate your cooperation as we strive for scholarship, leadership, service and character here at Whitnall High School!

I have read The Constitution of the Charles B. Whitnall High School Chapter of the National Honor Society.

I understand the duties of a NHS member, and consent to my removal if I fail to uphold them:

Name:

Date: