

SPANISH FORT HIGH SCHOOL
NATIONAL HONOR SOCIETY CONSTITUTION

Article I: Name

The name of this organization shall be Spanish Fort High School National Honor Society.

Article II: Purpose

The purpose of Spanish Fort High School National Honor Society is to promote scholarship, service, leadership, character, and citizenship.

Article III: Membership

A. Process of Selection

a. Eligibility: The student must be in Grades 11-12 and be an enrolled student of Spanish Fort High School.

i. *Scholarship*: A student must maintain a cumulative grade point average of 85 percent or 3.5 (unweighted) on a 4-point scale.

ii. *Service*: One of the most important aspects of the application process is the logging of community service hours. Applicants must have no less than 20 documented service hours. To ensure that all hours count, students should perform as many hours as possible. A maximum of 8 hours per activity will be accepted. Community service is defined as any voluntary contribution made by a student to school, community, charity or any service organization, done without compensation and with a positive, courteous, and enthusiastic spirit. Participation in beauty pageants, dance organizations, sports teams, sport's related fundraisers, etc. are not considered service organizations. Service hours do

not include free work for profit organizations, businesses, or individuals. Free babysitting is also not service. Church practices such as keeping the nursery, recording the church service, singing in the choir, teaching a class, etc. are a part of one's religious practices and are not services to the community at large (but they may be included under leadership/activities). Appropriate service hours include volunteering for such organizations as nursing homes, Prodissee Food Pantry, hospitals, school-sponsored events, SFEEF, Veteran's homes, The Lighthouse, Waterfront Rescue Mission, America Heart Association, Habitat for Humanity, etc. Outreach projects performed through a church, such as Vacation Bible School, Family Promise, 15th Place, etc., are acceptable community service projects. Any service for which a student receives a grade (FACS, Chorus, Band, Early Release, Leadership, etc.) cannot be used as service. Service hours must be documented by the adult in charge of the service organization. This adult may not be a family member or a peer. For application purposes, community service activities to be listed on the application must be completed by July 31.

- iii. *Leadership:* A student must display positive qualities of leadership and character. Dependability, resourcefulness, honesty, moral, and ethical behavior are expected of each member of National Honor Society. Leadership involves being an officer in a club, being a leader of a committee, being a leader in a specific activity of one's class, being a coach for younger students, etc. In order to be a candidate for membership in National Honor Society, a student must document such leadership. All leadership positions must be documented with the name of the supervising adult. Candidates may list any leadership role from the beginning of the 9th grade through the application date. A student must also request teacher recommendations from four (4) core

teachers in the previous school year. Discipline records will be checked.

- iv. *Citizenship*: A student must demonstrate understanding of the importance of civic involvement in such activities as scouting, community organizations, and school clubs. Students will provide a list of membership in organizations. The list shall begin no earlier than 9th Grade through the application date.
- b. Once requirements have been met, the Spanish Fort High School Faculty Council will meet to review applications on an individual basis. Approved applicants will be notified. Applications will not be returned to the student.
- c. Students who are invited to apply, but choose not to apply, will not be invited to apply in the future.

B. Induction Process

In early Fall, a formal induction for all new members will take place. New members will sign the National Honor Society Constitution and take the oath of the National Honor Society. New members will also pay \$40 (Junior) or \$20 (Senior) in membership dues before induction to cover the registration and certificate expenses, as well as other National Honor Society operating expenses.

Article IV: Officer Elections

A. Officers will be elected in the Spring. Each candidate must complete the Officer Application and submit to the sponsor before the assigned deadline. The sponsor will review the applications and interview the applicants. Advisors will determine the top two (2) candidates for each office, and the members will then vote. Votes will be cast by secret ballot. Officers will be sworn in at the

end of the school year.

B. Officer Duties

- a. *President:* The president shall preside over the meetings and generally oversee activities of the club. The president shall make sure all meetings are announced in advance.
- b. *Vice President:* The vice president shall preside over the meetings when the president is absent. The vice president will organize service hour activities.
- c. *Secretary:* The secretary shall record the minutes of the meetings and keep the meeting archives.
- d. *Treasurer:* The treasurer shall organize fundraisers and keep records of any expenditures or surplus of money.

Article V: Dues

Each newly-selected member shall pay either \$40 (Junior) or \$20 (Senior) before induction. No additional dues will be collected during membership.

Article VI: Community Service/Club Participation

- A. The organization, in its entirety, shall perform two (2) community service projects each year. Participation is mandatory for each member.
- B. All members are required to participate in the induction ceremony.
- C. Early Exit members must complete the current 2nd Semester community service project in order to maintain membership in National Honor Society.

- D. Failure to participate in organization activities may lead to dismissal (see “Discipline and Dismissal”).

Article VII: Meetings and Attendance

- A. National Honor Society will meet no less than twice each year.
- B. National Honor Society will assign different meeting dates for officers only.
- C. Additional meetings may be announced.
- D. Absence from meetings may lead to dismissal (see “Discipline and Dismissal”).

Article VIII: Discipline and Dismissal

For purposes of clarification, a “warning” as referred to in the National Honor Society National Constitution is referred to as “probation” in the Spanish Fort High School Constitution.

- A. Failure to adhere to school or county rules or regulations may lead to review by the Faculty Council for possible probation or dismissal.
- B. A member shall be placed on probation if he/she falls below a 3.5 unweighted GPA. Letters from NHS advisors shall be distributed informing the member of academic probation. The member shall have until the end of the school year’s final term to increase the GPA to an unweighted 3.5 or higher. If the required GPA is not met, the member shall be dismissed. Grades will be checked a minimum of three (3) times per year. Members may be placed on probation if the current grades are not consistent with a 3.5 unweighted GPA, even if the grades are not final course grades.

- C. Members who do not fulfill the requirements of a member of NHS to participate in chapter projects will be required to perform a service hour project of six (6) hours as designated by the advisors. This requirement must be completed by the specified deadline or the member may be subject to dismissal. Any member who does not participate in the chapter project will be placed on probation, even after completing the consequential service hour project. Failure to participate a second time in a chapter project will lead to review by the Faculty Council for dismissal. Early Exit members who do not complete the current 2nd Semester Project will be referred to the Faculty Council for dismissal.
- D. Members who do not attend a scheduled chapter meeting due to an approved absence, as determined by the advisors, must attend the make-up meeting as scheduled by the advisors. Members who do not attend a scheduled chapter meeting due to an unexcused absence, as determined by the advisors, may be reviewed by the Faculty Council for possible probation or dismissal.
- E. Members who fail to meet an established deadline or fail to participate in the induction ceremony, unless pre-approved by the advisors, may be placed on probation.
- F. Members who fall below the standards that were the basis for their selection shall be promptly referred to the Faculty Council for probation. If placed on probation, the member will be notified in writing. Infractions of any kind/nature during the probationary period will result in the member being referred to the Faculty Council for dismissal.
- G. In the case of a flagrant violation of school rules, as determined by school administration or the law, a member will not be placed on probation but will be referred to the

Faculty Council for immediate dismissal.

- H. Grades and discipline records will be reviewed a minimum of three (3) times per year.
- I. Once placed on probation, a member will remain on probation until the end of the senior year.
- J. For purposes of dismissal, a majority vote of the Faculty Council is required.
- K. In all cases of pending dismissal, a member shall have a right to a hearing before the Faculty Council.
- L. A member who has been dismissed may appeal the decision of the Faculty Council to the Principal.
- M. Once dismissed, a student may not be inducted into National Honor Society again.
- N. Members are required to submit a signed acknowledgement of the National Honor Society Constitution each year by the deadline specified by the advisors.

Please sign acknowledging that you have read and understand the Spanish Fort High School National Honor Society Constitution. The Constitution may be found on the NHS Moodle Site.

Student (Print Full Name)

Parent: Please read and initial in the space provided.

_____ *I understand that by initialing in the space on the left that I am aware that the full Spanish Fort High School National Honor Society Constitution is located on the SFHS-NHS Moodle Site.*

We have read and understand the Spanish Fort High School National Honor Society Constitution. We understand that the member is bound by this Constitution.

Parent Signature

Parent E-Mail Address

Date

Student Signature

Student E-Mail Address

Date

PLEASE NOTIFY THE NHS ADVISORS SHOULD A CHANGE IN AN E-MAIL ADDRESS OCCUR