

**BY-LAWS of the JOHN F. KENNEDY CHAPTER  
of the NATIONAL HONOR SOCIETY**

PINCKNEY COMMUNITY HIGH SCHOOL  
PINCKNEY, MICHIGAN

CHAPTER #11,603 CONSTITUTION DATE 2009/2010

**Article I.  
Name and Purpose**

Section 1. The name of this chapter shall be the JOHN F. KENNEDY chapter of the National Honor Society of Secondary Schools which appears on the charter granted by the National Council of the National Honor Society, duly signed by the members of the National Honor Society.

Section 2. The objective of this chapter shall be to create an enthusiasm for scholarship, to inspire a desire to render service, to promote worthy leadership, and to encourage the development of character in students of Pinckney Community High School.

**Article II.  
Membership**

Section 1. Membership in this chapter shall be based upon scholarship, service, leadership, and character.

Section 2. Candidates shall have completed at least one semester in Pinckney Community High School, and shall be members of the sophomore or junior class for inductions held in the spring or members of the junior or senior class for inductions held in the fall. Membership in this chapter is an honor bestowed upon deserving students by the Faculty Council, and shall be based on the criteria of scholarship, leadership, service, and character. [Note: If a student who meets the scholarship criteria cannot meet one of the other membership criteria due to a disability or other relevant factor, the student should inform the NHS advisor(s). These situations will be evaluated on a case-by-case basis by the Faculty Council and the student may be awarded an Honorary membership in the Pinckney Community High School NHS.]

Section 3. Membership of this chapter shall be known as active, graduate and inactive. The graduate and inactive members have no vote. Active members become graduate members upon graduation. Active members become inactive upon resignation of membership in writing by the member or by involuntary removal by the Faculty Council.

Section 4. Each semester, members of this chapter are required to complete volunteer hours and participate in mandatory chapter events. Guidelines for acceptable volunteer hours and the minimum number of volunteer hours are determined by the current officers and advisor(s). The officers and advisor(s) will check and validate that each student has completed their specified volunteer hours. The schedule of required chapter events shall be provided in the Annual Resource Guide. If volunteer hours are not completed and/or required events are not attended as specified, the student will face penalties set forth by the officers and advisor(s) which are provided in the Annual Resource Guide.

Section 5. All members of this chapter of the National Honor Society shall complete a leadership requirement during their senior year which will be approved by the advisor(s). This leadership activity is required in addition to the other member requirements such as volunteer hours and mandatory event attendance. A rubric shall be created by the officers and advisor(s) and provided in the Annual Resource Guide.

### **Article III. Election of Members**

Section 1. The election of members to this chapter of the National Honor Society shall be by a Faculty Council, consisting of five members of the faculty, who are to be chosen by the principal. Selection of each member to the chapter shall be by a majority vote of the Faculty Council.

Section 2. The National Council and NASSP shall not review the judgement of the Faculty Council regarding selection of individual members to local chapters.

Section 3. An active member of the National Honor Society who transfers from this school will be given a letter indicating the status of their membership and signed by the principal.

Section 4. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter. This transfer member must meet and maintain the membership requirements for this chapter in order to retain their membership.

Section 5: Candidate Evaluations Packets shall be created and provided by the advisor(s) to those meeting the scholarship criteria.

### **Article IV. Dismissal**

Section 1. Members who fall below the standards that were the basis for their selection shall promptly be warned in writing by the chapter advisor(s). This will serve as notification of a probation period and a plan to improve the deficiency. If during the probationary period the member fails to improve their standing(s), the case shall be brought to the attention of the Faculty Council where dismissal may be considered. A warning period is not necessary in the case of flagrant violation of school rules or civil laws.

Section 2. The Faculty Council shall determine when an individual has exceeded a reasonable number of warnings.

Section 3. In all cases of impending dismissal, a member shall have a right to a hearing before the Faculty Council.

Section 4. For purposes of dismissal, a majority vote of the Faculty Council is required.

Section 5. A member who has been dismissed may appeal the decision of the Faculty Council under the same rules for disciplinary appeals in the school district.

Section 6. The National Council and NASSP shall hear no appeals in dismissal cases.

Section 7. Seniors who do not complete their leadership project and/or have not maintained other membership requirements set forth in the Annual Resource Guide shall not be recognized as active members at the graduation ceremony, shall not receive their graduation cords or diploma seal, and will transition to inactive status rather than graduated status.

## **Article V. Executive Committee**

Section 1. The executive committee shall consist of the advisor(s) and officers of this chapter.

Section 2. The executive committee shall meet as necessary to plan general meeting agendas and discuss the chapter activities.

Section 3. The executive committee shall have general charge of the meetings and business of this chapter, but any action on the part of the executive committee may be subject to the review of the chapter.

Section 4. All accounts of the chapter finances must be audited annually by the appointed high school official.

## **Article VI. Officers**

Section 1. The executive committee officers shall consist of five members of the chapter elected by the general membership. Other than Chapter President, the remaining officer titles will be determined each year by the advisors to meet the needs of the chapter. In addition to a Chapter President, the remaining four officer titles can include, but are not limited to: Vice-President, Secretary, Treasurer, Historian, Volunteering Coordinator, Social Media Director.

Section 2. The individual receiving the highest number of votes cast for each office shall be elected to that office. Nominations will occur at the meeting prior to the election meeting.

Section 3. Duties and responsibilities for each office title must be communicated prior to nominations to allow members to make informed nominations.

Section 4. The following duties must be assigned to at least one of the elected officers each year:

- Preside over general membership meetings
- Back-up to preside over general membership meetings
- Tracking meeting and event attendance
- Documenting and sharing meeting agendas
- Keep meeting and event minutes
- Photograph and document chapter events and activities
- Distribute information on volunteering opportunities
- Keep inventory of supplies

**Article VII.  
Supervision**

Section 1. The activities of this chapter shall be subject to the approval of the chapter advisor(s) and the principal.

**Article VIII.  
Meetings**

Section 1. The regular meetings of this chapter shall be held as necessary to conduct chapter business on days designated by the executive committee. Attendance at these meetings is mandatory. A calendar of regular meetings shall be provided at the beginning of the school year in the Annual Resource Guide. The Annual Resource Guide will designate what constitutes an excused absence from NHS meetings and events.

Section 2. The officers of the chapter shall be introduced at the last regular meeting of the year.

Section 3. Special meetings, approved by the executive committee, may be called by the Chapter President or the committee chairperson with the approval of the president.

Section 4. All general membership meetings shall be open meetings to all Pinckney Community High School students and shall be held under the sponsorship of the principal or some member of the faculty selected by the principal.

**Article IX.  
Insignia**

Section 1. Each active and graduate member of this chapter shall be entitled to wear the insignia adopted by the National Honor Society of Secondary Schools. Examples of chapter insignia may include: member induction pin, NHS spiritwear, etc.

Section 2. Any member who withdraws or is dismissed from this chapter shall return all insignia. (See Article IX, section 3)

Section 3. Each member agrees that, whether the insignia come to them as a gift, personal purchase, an award, or from whatever source, the title to the insignia shall rest with the chapter of which they are a member; and therefore, the insignia can, on motion of the Faculty Council, be withdrawn. Furthermore, each member agrees that their acceptance of an insignia shall be considered affirmation of this stipulation in regard to the title of the insignia.

Section 4. All insignia must be procured from approved sources designated by the National Secretary of the National Honor Society, 1201 Sixteenth Street, N.W., Washington 6, D.C. All insignia are registered in the United States Patent Office, and cannot be duplicated by anyone.

**Article X.**  
**Amendments**

Section 1. Amendments to these By-Laws may be approved by a two-third vote of the chapter, provided that the proposed amendment has been approved by the executive committee of the chapter and by the National Secretary of the National Honor Society and that notice to members has been given at least one month prior to the meeting at which it is to be voted upon.