

**BYLAWS of the TRINITY ACADEMY
NATIONAL HONOR SOCIETY**

ARTICLE I
NAME AND PURPOSE

Section 1. The name of this chapter shall be the Trinity Academy Chapter of the National Honor Society of Secondary Schools.

Section 2. The object of this chapter shall be to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership, and to encourage the development of character in students of Trinity Academy.

Section 3. The mission and purpose of the Trinity Academy Chapter of National Honor Society is to model Christ as we encourage passion for scholarship, service, leadership, and character within our community and our school.

ARTICLE II
MEMBERSHIP

Section 1. Membership in this chapter shall be known as active and graduate. Active members become graduate members at graduation. The graduate members have no vote.

Section 2. Membership in this chapter shall be based on scholarship, service, leadership and character.

Section 3. To be eligible for selection to membership in this chapter, the candidate must have been in attendance for a period of one semester at Trinity Academy.

Section 4. Candidates eligible for election to this chapter must be members of the junior or senior class (at the time of induction). Candidates eligible for election to the chapter shall have a minimum cumulative grade point average of **3.5 (out of 4.0)**. This scholastic level of achievement shall remain fixed, and shall be the required minimum scholastic level of achievement for admission to candidacy. Eligibility shall then be considered on students' service, leadership and character.

Section 5. Members of the Trinity Academy Chapter of the National Honor Society shall be required to complete 40 hours of community service per year of membership prior to graduation. Included in this service must be 20 hours per semester, completed by the end of each semester, of community service with this chapter of National Honor Society. Any project hours required by another group/organization in which a member is involved will not be recognized as NHS hours.

ARTICLE III
SELECTION OF MEMBERS

Section 1. The final selection of members to this chapter shall be by a majority vote of the NHS Faculty Council consisting of five faculty members appointed by the Principal. The chapter advisor shall be the sixth, non-voting, ex-officio member of the NHS Faculty Council.

Section 2. Prior to the final selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility. The chapter advisor will determine the cumulative GPA of each applicant and catalog the honors and college credit classes taken by each applicant.
- b. All eligible students will be invited to submit an application for membership. The application will solicit information from students regarding hours they have volunteered in the community,

leadership positions they have held, and extracurricular and co-curricular activities in which they have participated.

- c. The faculty will be invited to rate the character of students they have had in class or supervised in an activity.
- d. Based on the above information, the chapter advisor and the president shall score each applicant using a rubric approved by the Principal and Faculty Council.
- e. The advisor will report the scores to the Faculty Council, which will make the final determination of membership.

Section 3. The selection of active members shall be held once a year in the spring.

Section 4. An active member of National Honor Society who transfers from this school will be given a letter indicating the status of his/her membership and signed by the principal.

Section 5. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter, provided he/she submits a letter of good standing from the transferring school. The transfer member will attain within one semester and then maintain the membership requirements for this chapter in order to retain his/her membership.

ARTICLE IV DISMISSAL

Section 1. Any member who falls below the standards of scholarship, leadership, character or service may be dismissed from the Trinity Academy chapter of the National Honor Society. A member of the National Honor Society is expected to maintain an active role in service and leadership to his/her school and community.

Section 2. If a member's cumulative grade point average falls below a 3.5 at nine weeks or semester, he/she will be given a written warning and nine weeks for improvement. If the cumulative grade point average remains below 3.5 at the end of the nine-week period, the student may be dismissed from the chapter.

Section 3. Violation of criminal law or a violation of the Trinity Academy code of conduct as defined in the Student Handbook may result in the dismissal of a member by the NHS Faculty Council.

Section 4. Participation in NHS meetings and NHS community service projects is integral to membership in NHS. Any NHS member who is absent twice in a semester from either an NHS meeting or an NHS service project without a valid excuse shall be placed on probation and shall receive a written warning. If, after receiving written warning, the member has another unexcused absence during the semester, the member will be subject to dismissal. Tardiness will result in a .5 unexcused absence.

Section 5. In cases of pending dismissal:

- a. The member will receive written notification of the reason for possible dismissal from the adviser/NHS Faculty Council. The member and advisor will discuss the written notification in a conference.
- b. The member will be offered a hearing with the NHS Faculty Council prior to dismissal (in accordance with due process identified in the National Constitution). The member has the opportunity to present his/her defense. The NHS Faculty Council will then vote on whether to dismiss.
- c. A letter of dismissal will be sent to the Principal, student, and parents if the student is dismissed. Dismissed members must surrender any articles of membership to the advisor.

- d. The member may appeal the NHS Faculty Council's decision to the Principal.
- e. When a student is dismissed, he/she is no longer a member and may never again be considered for membership in National Honor Society.

ARTICLE V
OFFICERS

Section 1. The officers of the chapter shall be president, vice president, secretary, and treasurer.

Section 2. The president for each academic year shall be elected at the last meeting of the preceding school year. Only members who will be seniors in the coming academic year are eligible to hold the office of president or to vote for the office of president. All other officers shall be elected at the first meeting during the academic year in which they will serve. All members may hold offices other than president and may vote in the election for such officers.

Section 3. A student who holds any major office position at Trinity may not run for an NHS office. A major office is defined as either president or vice president within any organization at Trinity Academy.

Section 4. Notice must be given to members at least a week before an election for any office. A quorum of a simple majority must be present to conduct an election. A majority vote shall be necessary to elect any officer. If the first vote does not yield a majority, a second vote shall be taken of the two candidates receiving the highest number of votes.

Section 5. It shall be the duty of the president to preside at the meetings of this chapter. The president shall keep a notebook with the agenda for group meetings and officer meetings. The president shall assist the advisor in the selection process of new members. The president shall serve as student chairperson for the Induction Ceremony. The president shall act as liaison to the Faculty Council and the school administration.

Section 6. The vice president shall preside in the absence of the president. The vice-president shall serve as parliamentarian for chapter meetings. The vice-president will be in charge of coordinating service projects, which includes but is not limited to communicating with school and community organizers, promoting projects to the chapter at meetings and through school announcements and correspondence, and keeping records of project outcomes.

Section 7. The secretary shall take minutes and attendance for all chapter and officer meetings. The secretary shall be responsible for chapter correspondence pertaining to meetings, attendance issues, and other membership responsibilities. The secretary shall verify the grade point averages of active members each grading period by checking with the school office after grades have been issued. The secretary shall keep a record of the service hours of all chapter members.

Section 8. The treasurer shall collect and account for any dues or fees deemed necessary. The treasurer will coordinate and oversee fundraising activities, lead the chapter in discerning worthy recipients of any funds raised, and handle the distribution of any funds raised.

ARTICLE VI
EXECUTIVE COMMITTEE

Section 1. The executive committee shall consist of the faculty advisor and the chapter officers.

Section 2. The executive committee shall have general charge of all chapter meetings and may make decisions regarding chapter projects. Any action by the executive committee however, is subject to the review of the chapter members.

ARTICLE VII
ACTIVITIES

Section 1. The chapter shall determine one or more service projects each semester.

Section 2. All active members shall regularly participate in the chapter projects.

Section 3. These projects shall have the following characteristics: fulfill a need within the school or community, have the support of administration and faculty, be appropriate and educationally defensible, and be well-planned, organized and executed.

Section 4. Each member shall have the responsibility for choosing and participating in a service project which reflects his or her particular talents and interests. This is in addition to the chapter projects to which all members contribute.

Section 5. The chapter shall publicize its projects in a positive manner.

ARTICLE VIII
MEETINGS

Section 1. Attendance at monthly meetings is required. General meetings shall be no more seldom than once a month.

ARTICLE IX
EMBLEM

Section 1. Each member of this chapter shall be entitled to wear the emblem and cords adopted by the National Honor Society at graduation.

Section 2. Any member who withdraws or is dismissed from the chapter shall return the emblem to the chapter and will not be permitted to wear the cords at graduation.

ARTICLE X
DUES

Section 1. Annual dues for this chapter shall be \$10.00.

Section 2. Proposals to use NHS funds should be submitted to the treasurer and must be approved by a 2/3 majority of the chapter and consent from the adviser.

Section 3. Cash or check payable to Trinity Academy must be paid within 30 days of induction.

ARTICLE XI
AMENDMENTS

Section 1. These by-laws may be amended by a 2/3 vote of the chapter, provided notice of the proposed amendment has been given to members at least one month prior to the vote. The exceptions are Articles II and IV, which are developed by the NHS Faculty Council with the approval of the principal.

Section 2. By-laws and amendments must be consistent with the Constitution of the National Honor Society.