

St. Vincent De Paul Chapter of The National Honor Society
Peninsula Catholic High School
600 Harpersville Road
Newport News, Virginia 23601

St. Vincent De Paul Chapter Bylaws
2008-2009 Edition

ARTICLE I: NAME AND PURPOSE

Section 1—The name of this chapter shall be the St. Vincent De Paul Chapter of the National Honor Society of Peninsula Catholic High School.

Section 2—The purpose 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 Peninsula Catholic High School.

ARTICLE II: MEMBERSHIP

Section 1—Membership in this chapter shall be known as active, honorary, and graduate. Active members become graduate members at graduation. Graduate and honorary members have no voice or vote in chapter affairs.

Section 2—Membership in this chapter is an honor bestowed upon deserving students by the faculty, and shall be based on the criteria of scholarship, service, leadership, and character.

Section 3—Eligibility

- a. Candidates eligible for election to this chapter must be members of the sophomore, junior, or senior class.
- b. To be eligible for selection to membership in this chapter, the candidate must have been in attendance for a period of one semester at Peninsula Catholic High School.
- c. Candidates eligible for selection to the chapter shall have a minimum cumulative grade point average (GPA) of 3.25 out of 4.0. on a 100 point scale. This scholastic level of achievement shall remain fixed, and shall be the required minimum level of scholastic achievement for admission to candidacy. All students who can rise in scholarship to or above such standard may be admitted to candidacy for selection to membership.
- d. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be considered based on their service, leadership, and character.

ARTICLE III: SELECTION OF MEMBERS

Section 1—The selection of members to this chapter shall be by a majority vote of the Faculty Council consisting of five faculty members appointed by the principal. The chapter advisor shall be the sixth, nonvoting, ex officio member of the Faculty Council.

Section 2—Prior to selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine eligibility.
- b. Students who are eligible scholastically ("candidates") shall be notified and asked to complete and submit an information packet containing a Student Activity

Form, a confirmed list of a minimum number of service hours demonstrating personal initiative in benefit to the greater community and not performed for an academic grade (30 hours for a sophomore; 60 hours for a junior; and 80 hours for a senior), confirming letters of recommendation/endorsement, an essay which is a thorough and thoughtful expression of their scholarship, leadership, and service experiences to date and an analysis of how these efforts have prepared them to contribute effectively to the goals of the St. Vincent DePaul Chapter of the National Honor Society. This packet must be submitted by 8:00 a.m. on the date given for further consideration for selection.

- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using an official evaluation form provided by the Faculty Council.
- d. The Faculty Council shall review the student information packets and faculty evaluations in order to determine membership.

Section 3__The selection of new active members shall be held once a year during the second semester of the school year. (Academically eligible seniors will be considered for membership in the first semester, affording them an opportunity to participate in chapter service projects).

Section 4__Candidates become members when inducted at a special ceremony.

Section 5__ Once selected and inducted, all members are expected to maintain the standards by which they were selected and maintain all obligations of membership.

Section 6__ An active member of the National Honor Society who transfers from this school will be given a letter indicating the status of his or her membership and signed by the principal or chapter adviser.

Section 7__ An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter. The Faculty Council shall grant to the transferring member one semester to attain the membership requirements and, thereafter, this member must maintain those requirements for this chapter in order to retain his or her membership.

ARTICLE IV: DISCIPLINE AND DISMISSAL

Section 1__Any member who falls below the standards of scholarship, leadership, character, or service may be considered for dismissal the St. Vincent De Paul Chapter of the National Honor Society. A member is expected to maintain his or her academic standing and take an active role in service and leadership to his or school and community.

Section 2__If a member's cumulative GPA falls below the standard in effect when he or she was selected (GPA 3.25 on a 4.0 scale), he or she will be given a written warning and a time period for improvement. If the cumulative GPA remains below the standard at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council, which may include consideration of dismissal from the chapter.

Section 3__If a member fails to perform any of the published obligations of membership, he or she will be given a written warning and a time period for improvement. If the obligation remains unmet at the end of the warning period, the

student will be subject to further disciplinary action by the Faculty Council, which may include dismissal from the chapter.

Section 4__ Violation of the law or school regulations can result in dismissal of a member. These violations include, but are not limited to, driving while intoxicated (DWI); stealing; destruction of property; cheating; truancy; or possession, selling, or being under the influence of drugs or alcohol at school or school related activities. As members of the student body, National Honor Society members are subject to the school-wide Honor Code which is detailed in the Peninsula Catholic High School Parent-Student Handbook, posted in each classroom, and required as a signatory declaration on school assignments. Violation of the Honor Code may result in dismissal from the St. Vincent DePaul Chapter.

Section 5__ Offenders of the school's Code of Conduct (such as use of profanity, failure to comply, unexcused absence, excessive tardiness, repeated dress code violations, etc.) will receive written warning notification. A conference may be requested by either party (Faculty Council, student, or parent). If the member is involved in another violation of the school conduct code, the member may be considered for dismissal.

Section 6__ In all cases of pending dismissal:

- a. The member will receive written notification indicating the reason for possible dismissal from the adviser or Faculty council. The member and adviser/Council Chairman 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 must still be held (see below).
- b. 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 on dismissal. The Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member.
- c. 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. Dismissed members must surrender any membership emblems to the adviser/Faculty Council Chairman.
- d. The Faculty Council's decision may be appealed to the building principal whose decision is final.
- e. When a student is dismissed or resigns, he or she is no longer a member and may not be reconsidered for membership in National Honor Society.

Section 7. __ In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

ARTICLE V: OFFICERS

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 each school year. All returning active members are eligible to run for a position as an officer. All active members are eligible to vote. [Timing of the election of chapter officers is determined locally.]

Section 3__A majority vote shall be necessary to elect any officer of this chapter. If the first vote does not yield a majority, a second vote will be taken of the two candidates receiving the highest number of votes. [Plurality can be used to determine the outcome of elections as an alternative to a majority vote.]

The following duties should reflect the responsibilities developed for officers in the local chapter:

Section 4__It shall be the duty of the president to preside at the meetings for this chapter.

Section 5__The vice president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service.

Section 6__The secretary shall keep minutes of meetings and be responsible for all official correspondence.

Section 7__The treasurer shall keep record of chapter expenses, dues, and all other financial transactions of the chapter.

ARTICLE VI: EXECUTIVE COMMITTEE

Section 1__The executive committee shall consist of the faculty adviser and the chapter advisers.

Section 2__The executive committee shall have general charge of the meetings and the business of the chapter, but any action by the executive committee is subject to the review of the chapter members.

ARTICLE VII: MEETINGS

Section 1__The meetings of this chapter shall be monthly. These meetings are mandatory. Additional, meetings may be held to work on special service and tutoring projects.

Section 2__This chapter shall conduct its meetings according to *Robert's Rule of Order*.

Section 3__All chapter members are expected to attend all regularly scheduled meetings. Chapter members who are not in school due to confirmed excused absences in accordance with Handbook and school policies will be excused from the meeting. It is the member's obligation to meet with the adviser and review the minutes of the meeting.

ARTICLE VIII: ACTIVITIES

Section 1__The chapter shall determine one or more service projects for each year.

Section 2__All members shall regularly participate in these projects.

Section 3__These projects shall have the following characteristics: fulfill a need within the school or the community; have the support of the administration and the faculty; be appropriate and educationally defensible; and be well planned, organized, and executed. One such commitment is the ongoing tutoring program in which members promote scholarship and serve fellow students by tutoring in different subject areas.

Section 4__Each member shall have the responsibility for choosing and participating in an individual service project that reflects his or her particular talents and interests and is approved by the chapter adviser. 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 IX: EMBLEM

Section 1__Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall have the privilege of wearing the emblem adopted by National Honor Society.

Section 2__Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

ARTICLE X: DUES

Section 1__Dues for this chapter shall be \$20.00 per student per year.

Section 2__Dues will be payable to the chapter treasurer within 30 days of induction.

ARTICLE XI: POWERS

Section 1__The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school activities.

Section 2__The principal shall reserve the right to approve activities and decisions of the chapter.

Section 3__These bylaws are designed to amplify provisions of the national constitution and cannot contradict any components thereof. The chapter is obligated to adhere to the provisions of the national constitution in all activities it undertakes.

ARTICLE XII: AMENDMENTS

Section 1__These bylaws may be amended by a two-thirds majority 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 III and IV (Selection and Discipline), which are developed by the Faculty Council with the approval of the principal.

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

Date of Approved Revisions: _____

_____, **Chapter president**

_____. **Chapter secretary**

_____, **Faculty Counsel Chair**

_____, **Chapter Adviser**

_____, **Principal**