

**National Honor Society**  
*Margaret Mead Chapter*  
**BY-LAWS**

**ARTICLE 1: Name and Purpose**

- Section 1: The name of this chapter shall be the **Margaret Mead Chapter** of the National Honor Society.
- Section 2: The object of this Chapter shall be to create an enthusiasm for scholarship, to stimulate desire to render service, to promote worthy leadership and to encourage the development of character in all students of Countryside High School.

**ARTICLE 2: General Membership**

- Section 1: Membership in this Chapter shall be based on **scholarship, service, leadership and character**.
- Section 2: Membership in this Chapter shall be known as active and graduate. The graduate members have no vote. Active members become graduate members upon graduation.
- Section 3: To be eligible for election to membership in this Chapter, the candidate must have been in attendance at Countryside High School for one complete semester.
- Section 4: Candidates eligible for election into this Chapter must be members of the junior or senior class.

**ARTICLE III: Election of Members**

- Section 1: Candidates eligible for election to membership must have obtained a GPA of **3.5 weighted/ 3.0 unweighted** without rounding.
- Section 2: The election of members shall begin with an invitation, extended to all students who meet the GPA requirement, to complete a Student Activity Information form, a resume and a 500-word essay on the four pillars of NHS.
- Section 3: Students who receive invitations must describe their extracurricular activities, community and/or service work, leadership roles, recognitions and awards. Service work must have occurred during the high school career and must be validated by a supervising adult.
- Section 4: Candidates' discipline records will be reviewed. There shall be no violations of the Pinellas County Student Code of Conduct.

- Section 5: Required forms must be returned to the Advisor on or before the deadline date. These forms will be reviewed and the results will be presented to the Faculty Council.
- Section 6: The applicants must gather five signatures from current faculty members to recommend them for admittance.
- Section 7: The Faculty Council shall consist of a minimum of five faculty members approved by the principal of this school. The Faculty Council has the final vote on candidates being elected to membership. The chapter advisor has no vote on the selection of members.
- Section 8: Candidates shall be notified in writing of the Faculty Council's decision.

#### **ARTICLE IV: Membership Requirements**

- Section 1: Members are required to uphold the GPA necessary for election to membership.
- Section 2: Members are required to attend all general meetings. One absence will be permitted.
- Section 3: Executive Board meetings are counted for absence purposes for all NHS officers.
- Section 4: There is a mandatory six (6) hour service requirement per year. At least four hours must be in school. The service requirement is above and beyond service projects of other organizations. The hours must be verified by the supervising adult, documented, and handed in one per month. The hours must also be approved by the Chapter Advisor. The hours start in October and continue through April, skipping January. The hours will be turned in at the monthly meeting and must have been fulfilled the previous month. If tutoring of Countryside students is to return that will be handled as a service project.
- Section 5: Each semester, members will be required to participate in one or more Chapter Service Projects as selected by the Executive Board. These hours of service will be in addition to the service hours described in Article IV, Section 4 above. Attendance at Chapter Service Projects will be mandatory.
- Section 6: Recycling is a requirement of being a member. All members must complete their assigned number of recycling shifts. If a member needs to reschedule a shift, they must do this at least 24 hours in advance of their shift by completing the shift change form.
- Section 7: Members are required to pay annual dues (amount to be determined each year by the executive board). In case of hardship, a member may perform additional in-school service hours in lieu of paying dues.

## ARTICLE V: Probation and Dismissal

- Section 1: Any member who falls below a GPA of **3.5 weighted/ 3.0 unweighted** at the end of a quarter shall be placed on academic probation and shall have the following quarter to reestablish the necessary GPA.
- Section 2: If the necessary GPA is not reestablished by the end of the next semester, the member shall be promptly referred to the Faculty Council for dismissal. In the case of a second semester senior, "graduation without color" will occur, in lieu of the actual dismissal from NHS.
- Section 3: Any member who has two absences from Chapter Meetings for an academic year shall be placed on disciplinary probation.
- Section 4: Any member who has not met the semester service requirement by the designated due date (usually, the last general meeting of the semester), will be placed on disciplinary probation. The member will have until the end of the next quarter to meet the service requirement. In the case of a second semester senior, "graduation without color" will occur in lieu of the actual dismissal from NHS.
- Section 5: A serious infraction which contradicts the purpose of the National Honor Society, school policy and/or Pinellas County Student Code of Conduct will warrant immediate consideration of dismissal. See Article V, section 10 below.
- Section 6: Any member with an unexcused absence from a Chapter Service Project shall be placed on disciplinary probation. Any absence from a Chapter Service Project, either excused or unexcused, must include substitute service hours approved by the Advisor.
- Section 7: If a member on probation, either academic or disciplinary, provides cause to have another probation issued (academic or disciplinary), he or she is subject to immediate consideration of dismissal.
- Section 8: Dismissed members must turn in to the Advisor any item that displays the National Honor Society Emblem.
- Section 9: **In all cases of pending dismissal, within a reasonable time period, there will be a hearing with the Faculty Council and the member can represent themselves in writing or in person.**
- Section 10: If the Faculty Council votes to dismiss the member. The member has one school business day to appeal to the Principal in writing. At this point the policies of the PCSB will be followed. If at any point the ruling of the Faculty Council gets overturned, the Faculty Council will reconvene to re-evaluate the discipline

## ARTICLE VI: Transfer Members

- Section 1: An active member of the National Honor Society who transfers from

Countryside High School to another school shall be given an official letter indicating the status of his/her membership.

Section 2: An active member of the National Honor Society who transfers to Countryside High School shall be automatically accepted to membership in the Margaret Mead Chapter upon receipt of a letter from his/her previous chapter indicating the status of his/her membership. Transfer members must uphold all membership requirements of the Margaret Mead Chapter in order to retain his/her membership.

## **ARTICLE VII: Positions of Leadership**

### **Duties of Officers:**

#### **President:**

- Leads meetings
- Makes Minutes...monthly and weekly
- Run weekly meetings
- MC inductions
- Coordinate with Secretary & treasurer
- PLAN SERVICE PROJECTS
- Open line of communications
  - Officers and administrators
- Create google docs / social media for NHS information
  - Bylaws / service projects etc.

#### **Vice President:**

- File record, hours, files, disciplinary letters,
- Plan service projects,
- Call members to remind for projects

#### **Treasurer:**

- Doing the shopping
- Ordering and money management for the induction ceremony
- Help out with the planning of the induction banquet with the Historian
- Sign for transactions

#### **Secretary:**

- Take notes at meetings
- Take attendance at meetings / email to the chapter advisor
- Collect/Sort Hours
- Remind/Member Email List

#### **Historian:**

- Manage recycling each week
- Be in charge of planning and organizing the induction banquet with help from the Treasurer for the monetary aspects

- Induction Programs
- Take pictures

## **ARTICLE VIII: Executive Board**

- Section 1: The Executive Board includes members of the Margaret Mead Chapter of NHS.
- Section 2: The Executive board shall meet every Friday.
- Section 3: The Executive Board shall plan the agenda of the chapter meetings, allot time for all the activities, discuss and resolve any problems the chapter faces.
- Section 4: The role of the Advisor is to guide the organization and to intercede in cases of safety, as well as abuses, of the National Honor Society doctrine.
- Section 5: All officers are required to attend all Executive Board meetings. Three excused absence will be allowed.

## **ARTICLE IX: Election of Officers**

- Section 1: Election of officers shall take place at the end of the school year.
- Section 2: Elections shall be conducted in the following manner:
- a) All potential candidates will attend a mandatory meeting with the Executive Board.
  - b) All potential candidates must be members in good standing.
  - c) All candidates will be announced at the general meeting before the election meeting.
  - d) Speeches will be given by all candidates during the election meeting.
  - e) Elections will be done through secret ballots.

## **ARTICLE X: Impeachment of Officers**

- Section 1: Reasons for impeachment of officers include:
- a) failure to catch up on missed information after absence from a meeting
  - b) failure to complete activities in allotted time
  - c) failure to present satisfactory reports
  - d) failure to maintain a 3.0/3.5 GPA
  - e) failure to attend officer meetings, in accordance to membership rule Article VIII Section 5

- Section 2: If a member, fellow officer, or sponsor feel that an officer should be subject to impeachment, he/she may request a special "review" of the officer, to be held by the Faculty Council. At this review, the views of the accuser and the officer in question shall be presented. The Faculty Council shall then vote on whether the officer in question should be allowed to remain in office, or if he/she should be requested to resign.
- Section 3: If the recommendation of the Faculty Council is for resignation, a letter written by the Advisor shall be presented to the officer in question informing him/her of the verdict.
- Section 4: If the recommendation is for resignation, an election for a new officer shall be held.
- Section 5: The ex-officer shall take on member status and must uphold the requirements of Chapter membership.

#### **ARTICLE XI: Constitutional Interpretation**

The power to interpret all or part of this document rests solely with the Executive Board of the chapter, the Faculty Council and ultimately, the principal.

#### **ARTICLE XII: Amendments**

- Section 1: Amendments to these By-laws can be changed by one of two ways:
- 1) The Faculty Council at years' end proposes changes to keep the Bylaws in alignment of the NHS national constitution and/or the PCSB policy manual. If this happens returning members must be informed of the changes at the first meeting.
  - 2) may be proposed by a majority vote of the Executive Board. Proposed amendments shall become part of these By-laws after being presented to the chapter in the form of a resolution, after being debated and after having a majority vote of the chapter cast in its favor.
- \*\*All member voted amendments must follow the NHS constitution and PCSB policy manual.

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