

March 25, 2014

**NATIONAL HONOR SOCIETY BY-LAWS
THE BROMFIELD SCHOOL**

ARTICLE I

NAME AND PURPOSE

Section 1: The name of this organization shall be The Bromfield School Chapter of the National Honor Society of the Secondary Schools

Section 2: The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of secondary schools.

ARTICLE II

THE PRINCIPAL

Section 1: The principal shall reserve the right to approve all activities and decisions of the chapter.

Section 2: The principal shall annually appoint a member of the faculty as chapter advisor, who may serve consecutive terms.

Section 3: The principal shall annually appoint a faculty council composed of at least five members of the school's faculty who may serve consecutive terms.

Section 4: The principal shall receive appeals in cases of the disciplining or dismissal of members.

ARTICLE III

THE CHAPTER ADVISOR

Section 1: The chapter advisor shall be responsible for the direct, day-to-day supervision of the chapter and act as liaison between faculty, administration, students and the community.

Section 2: The chapter adviser shall maintain files on membership, chapter history, activities, and financial transactions.

Section 3: The chapter adviser shall regularly review each member's annual submission for compliance with the rules of The Bromfield Chapter.

Section 4: The chapter adviser shall be an ex-officio, non-voting member of the faculty council.

Section 5: The chapter adviser shall be a member of the faculty appointed annually by the principal, and may serve consecutive terms.

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ARTICLE IV

FACULTY COUNCIL

Section 1: The faculty council shall consist of at least five voting members appointed annually by the principal. The chapter advisor shall be an ex-officio, non-voting member of the faculty council. No principal or assistant principal may be included on the faculty council.

Section 2: The term of the faculty council shall be one year. Members may be appointed to consecutive terms.

Section 3: The faculty council shall meet at least once a year to review the procedures of the chapter, select members and when necessary to consider non-selection, dismissal, other disciplinary actions, and warning cases.

ARTICLE VI

SELECTION OF MEMBERS

Section 1: To be eligible for membership the candidate must be a member of the sophomore, junior or senior class. Candidates must have been in attendance at Bromfield for the equivalent of two marking terms.

Section 2: Candidates must have a cumulative scholastic G.P.A. of 3.3. Candidates shall then be evaluated on the basis of leadership and character. Each candidate must present evidence of character attested to by a teacher, another adult and a fellow student. Each candidate must demonstrate leadership attested by two references.

Section 3: A description of the selection procedure shall be presented each September to an open meeting of all interested applicants.

Section 4: The selection of each member to the chapter shall be by a majority vote of the faculty council.

ARTICLE VII

MEMBERSHIP

Section 1: Membership is open to any sophomore, junior or senior who meets the annually published criteria for scholarship, character, leadership and service. A faculty council will select the members based on the above criteria. Once selected, members have the responsibility to continue to demonstrate these qualities.

Section 2: Candidates become members when inducted at a Spring special ceremony.

Section 3: Spring inductees begin their service hours in the spring of the same school year of induction.

Section 4: Members must maintain a 3.3 G.P.A.

Section 5: Members must do one or more NHS Leadership projects per year.

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Section 6: Each member must perform no fewer than 4 service hours per marking term. Members may count up to four service hours from summer projects for the fall term.

Section 7: Members are required to attend all NHS meetings.

Section 8: A National Honor Society member who transfers from another school and brings a letter from the former principal or chapter sponsor to the new school's chapter sponsor shall be accepted as a member provided the former membership qualifications matched those of The Bromfield School Chapter of the National Honor Society.

Section 9: Members who resign or are dismissed are never eligible for membership or its benefits.

ARTICLE VIII

DISMISSAL

Section 1: Members who fall below the standards which were the basis for their selection, or fail to comply with membership requirements, shall be promptly warned in writing by the chapter advisor. A member shall be given the next marking term to correct a previous marking term's violations. In the event the deficiency is not corrected the faculty council shall conduct a dismissal hearing.

Section 2: In the event of a violation of school rules resulting in suspension, or violations of character such as cheating or plagiarism, an immediate dismissal may be voted on by the faculty council.

Section 3: Any Senior not in compliance with the obligations of the society during the 4th quarter will not graduate with NHS recognition.

Section 4: In all cases of impending dismissal, a member shall have a right to a hearing before the faculty council.

Section 5: For the purposes of dismissal, a majority vote of the faculty council is required.

Section 6: A member who has been dismissed may appeal the decision of the faculty council to the principal with two weeks of the date of the notice to the dismissed member.

ARTICLE IX

ROLE OF OFFICERS

Section I: Election of officers shall take place before the end of the fourth term of the academic school year. All current members except those on probation and seniors will vote for the officers. Voting will be via secret ballot. The candidate who acquires the plurality of votes will be declared the officer for the following year.

Section II: All potential officers must be nominated by a sophomore or junior member of the Bromfield chapter of the National Honor Society.

Section III: To be eligible to become an officer, students must be a junior class member in good standing. The nominee must be an example of Leadership, Service, Character and Scholarship.

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He/she must have completed all general requirements such as term hours, leadership projects, and attendance at meetings. All students wishing to hold office must complete all paperwork by the deadline.

Section IV: The officers of this chapter shall be president, vice president, secretary, and treasurer. The executive committee shall consist of the officers and the chapter adviser.

Section V: The president shall be responsible for the following:

1. Chair each general meeting and executive committee meeting.
2. Notify members of deadlines and service hour opportunities.
3. Cooperate with other officers.
4. Assist other officers with term hour and leadership project collection.

Section VI: The vice president shall be responsible for the following:

1. Collect Leadership Project proposals and reflections.
2. Maintain the Bromfield chapter National Honor Society website.
3. Assist the president in coordinating meetings.

Section VII: The secretary shall be responsible for the following:

1. Take attendance at all meetings.
2. Take minutes at all meetings.
3. Collect and count term hour forms.

Section VIII: The treasurer shall be responsible for the following:

1. Manage NHS funds.
2. Keep a record of expenditures.
3. Maintain NHS bulletin board.

Section IX: All officers shall be responsible for the following:

1. Maintain by-laws.
2. Conduct elections.
3. Coordinate Induction Ceremony.

Section X: All officers may be removed by a four-fifths vote of the Faculty Council.

ARTICLE X

AMENDMENTS

Section I: Amendments to the Bromfield chapter of the National Honor Society require a two-thirds majority vote.

Section II: Amendments must be consistent with the Constitution of the National Honor Society.