**Chapter Bylaws**

**Of the**

**Seton Catholic Elementary School Chapter,**

**Charter Number: 2910**

**of the**

**National Elementary Honor Society (NEHS)**

**Adopted: September 5, 2017**

**ARTICLE 1: NAME**

The name of this chapter shall be the Seton Catholic Elementary School Chapter of the National Elementary Honor Society (NEHS) of Seton Intermediate.

**ARTICLE 2: PURPOSE**

The purpose of this chapter shall be to recognize students for their outstanding academic achievement and demonstrated personal responsibility, to provide meaningful service to the school and community, and to develop essential leadership skills within the students of Seton Intermediate.

**ARTICLE 3: POWERS**

**Section 1**: This chapter operates under the direction of and in full compliance with the National Constitution of NEHS.

**Section 2**: The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

**Section 3**: Final authority on all activities and decisions of the chapter resides with the school principal.

**Section 4**: Non-discrimination. Our chapter of NEHS maintains policies and practices that are designed to prevent discrimination against any qualified candidate or member on the basis of race, color, religion, ancestry, national origin, gender, and disability. This policy of nondiscrimination applies to all activities and practices, including the chapter administration and the selection, discipline, and dismissal of members.

**ARTICLE 4: MEMBERSHIP ELIGIBILITY AND SELECTION**

**Section 1**: Membership in this chapter is an honor bestowed upon deserving students by the faculty and shall be based on the criteria of Scholarship and Responsibility.

**Section 2**: Membership in this chapter shall be known as active, honorary, and graduate. Active members become graduate members at upon completion of their elementary school studies at this school. Graduate and honorary members have no voice or vote in chapter affairs.

**Section 3**: Eligibility:

a. Candidates eligible for selection to this chapter must be enrolled in grades 5 or 6.

b. To be eligible for selection to membership in this chapter, the candidate must have been enrolled for a period equivalent to one semester prior to the application process at Seton Intermediate.

c. Candidates eligible for election to the chapter shall have a 90% or above in all subject areas.

d. Upon meeting the grade level, enrollment, and academic standards, candidates shall then be considered based on their demonstrated personal responsibility.

**Section 4**: The selection of members to this chapter shall be by a majority vote of the Faculty

Council which consists of faculty members appointed by the principal. The chapter adviser is a

nonvoting member of the Faculty Council who facilitates all meetings of the council.

**Section 5**: Prior to the final selection, the following shall occur:

a. Students’ academic records shall be reviewed to determine scholastic eligibility.

b. Students who are eligible scholastically (i.e., candidates) shall be notified and asked to

complete and submit the Candidate’s Form for further consideration.

c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible

using the official evaluation form provided by the chapter adviser.

d. The Faculty Council shall review the Candidates Forms, faculty evaluations and other relevant

information to determine those who fully meet the selection criteria for membership.

**Section 6**: The selection of active members shall be held once a year during the second semester

of the school year. The first year, 2017, will hold two selections, during the first semester and

second semester.

**Section 7**: Candidates become members when inducted at a special ceremony.

**Section 8**: Transfer membership. Membership can be transferred from one chapter of NEHS to

another.

a. An active member of the National Elementary Honor Society who transfers from this school

with an active chapter of NEHS will be given an official letter indicating the status of his/her

membership.

b. An active member of the National Elementary 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 at least one semester to attain the membership requirements and, thereafter,

this member must maintain those requirements for this chapter in order to retain his/her

membership.

**ARTICLE 5: OBLIGATIONS OF MEMBERS**

**Section 1:** Each member of this chapter who is in good standing with regard to the membership

standards and member obligations shall be entitled to wear the emblem adopted by the National

Elementary Honor Society.

**Section 2:** Annual dues for this chapter shall be $0.

**Section 3:** Any member who withdraws, resigns, or is dismissed from the chapter shall return

the emblem to the chapter.

**Section 4:** All members are expected to abide by school and classroom policies and procedures at all times. Members are to represent Seton Intermediate in a positive way at both school and any school sponsored events.

**ARTICLE 6: MEETINGS**

**Section 1**: Meetings of this chapter shall be held quarterly during lunch.

**Section 2**: This chapter shall strive to conduct its meetings according to Robert’s Rules of Order.

**ARTICLE 7: ACTIVITIES**

**Section 1**: The chapter shall determine one or more service projects for each year. A minimum

total of four (4) official activities will be conducted each year.

**Section 2**: All members of the chapter shall regularly participate in these projects.

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

**Section 4**: The chapter shall publicize and promote its projects in a positive manner.

**ARTICLE 8: DISCIPLINE of MEMBERS**

**Section 1**: Any member who falls below the standards of scholarship and responsibility may be

considered for disciplinary actions by the Seton Catholic Elementary School chapter of the National Elementary Honor Society. A member of the National Elementary Honor Society is expected to maintain his/her academic standing, be responsible in all aspects, and take an active role in service and leadership to his/her school and community.

**Section 2**: If a member’s academic average falls below the standard in effect when he/she was selected (90% or above in all subject areas) he /she will be given a written warning and a reasonable time period for improvement. If any subject remains below standard at the end of the warning period the student will be subject to further disciplinary action by the Faculty Council that can include consideration of dismissal from the chapter.

**Section 3**: Violations of the law or school regulations can result in immediate consideration of the dismissal of a member (see Section 5 below). These violations include, but are not limited to stealing,

destruction of property, cheating, truancy, in-school or out of school suspension, or other serious

offenses defined in the school’s student code of conduct.

**Section 4**: Offenders of the school conduct code (such as use of profanity, unexcused absences,

excessive tardiness, etc.) will receive a written warning. If a member receives a detention for

homework or behavior, the member will be placed on probation. A second detention will result in

a required meeting with the Faculty Council to discuss the future of the member in the chapter. Once a student receives 7 cards (homework or behavior), it will be automatic dismissal from the chapter. A conference may be requested by either party (Faculty Council or student/parent). If the member is involved in additional violations of the school conduct code, the member may be considered for dismissal.

**Section 5**: In all cases of pending dismissal:

a. The member will receive written notification from the adviser/Faculty Council indicating the

reason for consideration of dismissal.

b. The member will be given the opportunity to respond to the charge(s) against him/her at a

hearing before the Faculty Council. This will take place prior to any vote on dismissal (in accordance with due process identified in the National Constitution). The member has the opportunity to present his/her case either in person or through a written statement presented instead of the face-to-face hearing. Following the hearing, the Faculty Council will vote to determine the appropriate disciplinary action. A majority vote of the Faculty Council is needed to dismiss any member.

c. The results of the Faculty Council vote will be presented to the principal for review, and then stated in a letter sent to the student and parents. Dismissed members must surrender any membership emblems to the adviser.

d. The Faculty Council’s decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies.

e. Members who resign or are dismissed can be reconsidered for membership upon written request to the chapter adviser.

**Section 6**: In lieu of dismissal, the Faculty Council may impose other appropriate disciplinary measures upon a member.

**ARTICLE 9: RATIFICATION, REVIEW, and AMENDMENTS**

**Section 1**: Ratification. These bylaws will be approved upon receiving a two-thirds affirmative vote of all active members of the chapter, a majority affirmative vote of the Faculty Council, and approval by the administration.

**Section 2**: Review. These bylaws shall be reviewed and if necessary, revised within five years

from the date of approval noted on this document.

**Section 3**: Amendments. These bylaws 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 any provisions regarding selection of members and chapter disciplinary guidelines, which are developed by the Faculty Council with the approval of the principal.

Date: September 5, 2017

Kim Becker- Principal

Mary Leverton- Chapter Adviser

Susan Hollingsworth- Faculty Council

Terri Schroeder- Faculty Council