



# Western High School By Laws for National Honor Society

Your membership in the National Honor Society carries a responsibility to the chapter. If this chapter of the National Honor Society is to be effective and meaningful, each member must be involved. You must live up to the four qualities that are the foundation of the National Honor Society: leadership, scholarship, service, and character. The member guidelines set forth here are reminders of what is required and expected of you.

## **Attendance**

1. Attendance is mandatory at all NHS functions, including the following:
  - A. *Meetings*: general members must attend 6 of 8 meetings per semester. (Complete absence form when necessary)
  - B. *Tutoring*: attendance will be recorded in the Western High NHS tutoring log. Please be aware that senators are responsible for collecting attendance and will be initialed by teacher.
  - C. *Community Service Projects*: Must participate in 6 of 8 events (3 of 4 per semester)
  - D. *Officer and Senator Meetings*: Attendance is mandatory for Officers and Senators only.
2. All pre-excused absences due two days in advance, and submitted in designated folder located in the sponsor's room. You must complete an Absence Form. The NHS Advisor will determine whether it is an excused or unexcused absence.

## **Meetings**

1. Officer meetings will be held on the first Monday of every month at 3:00pm
2. General member meetings will be held on the proceeding Tuesday at 3:00pm.  
(First and Third Tuesday of the month)

## **Tutoring**

1. Tutoring will take place in the Cafeteria and any other designated area on campus as announced. Monday, and Friday from 2:45-3:45 and Wednesday mornings 7:00 to 7:30.
2. There will be a Sign-in Log located in the respective area. You must sign in and remain at the session for one hour to receive the appropriate credit for your tutoring session and it will be



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verified and initialed by the senator and supervising teacher.

3. All members are required to tutor, as indicated on the tutoring pledge. Members must accumulate 8 hours per semester. Failure to adhere to this will result in probation or possible termination.

### **Fundraising**

1. NHS will conduct four fundraisers a year.
2. Members are required to participate in three of the four fundraisers.

### **Community Service Projects**

1. Each month, NHS is required to actively participate in service projects that assist our school and the surrounding communities, including charitable organizations. The calendar will show the community service projects at least a month in advance. The Vice-President will oversee Senators and facilitate their responsibilities. It is the responsibility of each Senator to communicate to their respective committee the supplies and/or service required to achieve the individual and group goals. Members must participate in three of four per semester.
2. Consult the NHS calendar or your Senator if you have any questions pertaining to a specific month's project. The Senators will be responsible for contacting the members in their respective committee regarding the specificity of the service project being implemented.

### **Service Project Hours and Grades**

1. NHS Guidelines state that a member must have:
  - A. A minimum cumulative (**unweighted**) GPA of 3.0 at all times.
  - B. At least twenty (16) tutoring service hours completed annually at Western High School.
  - C. A minimum of forty (40) community service hours annually from any approved agency.  
(project hours may vary)



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2. The minimum total of sixty (60) community service hours includes the twenty (20) NHS tutoring hours in addition to any other service activities you have participated in throughout the year. All NHS hours count toward the sixty (60) community service hours.
3. Grades will be checked every nine-week grading period and service hours will be checked at the end of every month. Please make sure that all of your hours outside of NHS have been collected and turned in at the monthly meeting for official verification. Provide one copy to our recording secretary and one to the WHS Community Service sponsor (box in guidance). Remember to make a copy of every form turned in for your records. **It is your responsibility to ensure your records are accurate.**
4. Please bring a photocopy of your report card to the first NHS meeting of the year, and on the next meeting day of every new nine-week period. It is your responsibility to accurately monitor the calendar for beginning and end of marking periods.
5. If you did not meet last year's service hour or tutoring requirements, you will receive a probation letter and you must make-up the deficit service hours by the end of the 1<sup>st</sup> nine weeks of the following school year.

#### **Probation/Termination**

1. An NHS member can be placed on probation for any of the following reasons:
  - A. *Absence of meetings* – unexcused absences will result in probation. On the first unexcused absence, the NHS member will receive a notification or warning from the NHS Advisor. On the second unexcused absence, the NHS member will receive a probation letter. Two excused absences permitted per year.
  - B. *GPA below 3.0* – an NHS member will have one nine-week period to raise their GPA to the minimum requirement of 3.0
  - C. *Service hour deficit* – an NHS member will have until the end of the 1<sup>st</sup> nine-week period of



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- the school year to earn the shortage of NHS hours from the previous year.
- D. Service Project deficit- must attend three of four projects per semester.
  - E. A faculty member reports cheating or other conduct unbecoming of an NHS member.
2. NHS Faculty Council will review the probationary case for termination. The faculty council will vote to demote or dismiss a member based on the above.
  3. While on probation, the NHS member must attend all meetings and events sponsored by NHS and continue to maintain the minimum GPA requirements and service hours.

### **NHS Annual Member Dues**

The NHS annual membership dues are a financial necessity to successfully maintain and operate the chapter's projects and activities. Some examples of how NHS dues are utilized, but not limited to: ceremonial activities, service awards, certificates, community activities and t-shirts. Please be aware that NHS dues generally do not cover registration fees or related expenses regarding mandatory state or county NHS chapter conventions. These registration fees are requested by the sponsoring organization.

NHS annual membership dues are \$35.00. Payments can be made through the e-store on our website, [www.browardschools.com/western](http://www.browardschools.com/western).

In the event you require additional financial assistance, please see the NHS Advisor to discuss payment options. However, payment arrangements must be paid to participate in NHS. **Please be aware that Western High School does NOT accept personal checks. All dues must be paid in cash or online via credit /debit card.** You will receive a school receipt indicating your payment has been received.

## **NHS Member Agreement**



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Membership is more than an honor. It carries with it more than certain privileges. It incurs a responsibility and an obligation to demonstrate those outstanding qualities that resulted in your selection. Please do so and continue the fine tradition of the National Honor Society while at the same time creating positive, memorable experiences that will impact someone and carry you through a lifetime of personal and professional achievements.

By printing your name and signing below, you agree that you have read and understood the NHS Guidelines of Western High School's Chapter and will uphold NHS's credo *Noblesse Oblige* (Behavior that is Honorable) to the highest of all standards, both on and off campus. You agree that you will fulfill all requirements to maintain your membership in good standing and help promote the values and goals of NHS through school and community service projects.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Print

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Print

\_\_\_\_\_  
Date