



NORTH RALEIGH CHRISTIAN ACADEMY

**National Honor Society and  
National Junior Honor Society**



# **CHAPTER BYLAWS**

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## **ARTICLE I: NAME**

The name of this chapter will be the North Raleigh Christian Academy Chapter of the National Honor Society.

## **ARTICLE II: PURPOSE**

The purpose of this chapter will 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 North Raleigh Christian Academy.

## **ARTICLE III: POWERS**

Section 1: This chapter operates under the direction of and in full compliance with the National Constitution of the NJHS/NHS.

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: Nondiscrimination. This chapter 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.

## **ARTICLE IV: MEMBERSHIP**

Section 1. Membership in the NRCA National Honor Society chapter is an honor bestowed upon deserving students by the faculty and will be based on the criteria of scholarship, service, leadership, and character.

- a. Scholarship - The prospective member must have a minimum cumulative grade point average of 3.7 on a 4.0 scale, weighted.
- b. Service - This quality is defined through displaying a servant's heart at school in relationship to classmates and teachers as well as ongoing service to the community.
- c. Leadership - Student leaders are those who are resourceful, good problem solvers, promoters of school activities, idea contributors, dependable, and students who exemplify positive attitudes about life. Leadership experiences can be drawn from school activities or classroom participation.

- d. Character - The student of good character upholds principles of Biblical morality and ethics, is cooperative, demonstrates high standards of honesty and reliability, and shows courtesy, concern, and respect for others.

Section 2. Membership in this chapter will be known as active, honorary, and alumni. Active NJHS members become alumni members beginning in grade 10. Active NHS members become alumni members at graduation. Alumni and honorary members have no voice or vote in chapter affairs.

### Section 3. Eligibility

- a. Candidates eligible for selection to the NRCA NHS chapter must be members of the sophomore, junior, or senior class. Candidates eligible for selection to the NRCA NJHS chapter must be members of the seventh, eighth, or ninth grade class.
- b. To be eligible for selection to membership in this chapter, the candidate must have been enrolled for at least one semester at North Raleigh Christian Academy.
- c. Candidates eligible for election to the chapter will have a minimum cumulative grade point average of 3.7 on a 4.0 scale, weighted.
- d. Upon meeting the grade level, enrollment, and GPA standards, candidates will then be considered based on their service, leadership, character, and citizenship.

## **ARTICLE V: SELECTION OF MEMBERS**

Section 1. The selection of members to this chapter will be by a majority vote of the faculty council which consists of five faculty members appointed by the principal. The chapter adviser will be the sixth, nonvoting, *ex officio* member of the faculty council.

Section 2. The selection of active members will be held once a year during the second semester of the school year.

Section 3. Prior to the final selection, the following will occur:

- a. Students' cumulative academic records will be reviewed to determine scholastic eligibility.
- b. All students who are eligible scholastically (i.e., candidates) will be notified and asked to complete and submit the Candidate Information Form for further consideration.
- c. The Candidate Information Form will require specific examples and a description of service, character, and leadership both in and outside of the classroom.
- d. Students who do not complete the Candidate Information Form by the deadline or who do not fully or adequately complete the form will automatically be ineligible for membership.
- e. Community service hours must be up to date (25 hours per year of NRCA enrollment. Hours must have been submitted according to NRCA's normal process and be listed in the student's PowerSchool account to be considered for NHS membership (grades 10-12). NJHS candidates who have not yet completed any community service will not be eligible for induction.
- f. Each candidate will sign these Bylaws and return them along with the Candidate Information Form to the Honor Society advisor by the due date given on the front of the packet.
- g. The entire faculty will be requested to evaluate candidates who have submitted a complete Candidate Information Form and signed copy of these Bylaws by the due date.

- h. A five-member faculty council will review the Candidate Information Forms, NRCA school discipline records, and faculty input to determine those who fully meet the selection criteria for membership.
- i. Results will be brought to the principal for approval.
- j. Selected students will be notified and given further instructions pertaining to the induction ceremony.
- k. Students will verify acceptance and intent to attend the induction ceremony.

Section 4. Candidates become members at the formal induction ceremony in the spring. New members will receive a certificate and be asked to pledge an oath to uphold all responsibilities required of them as members of the National Honor Society.

Section 5. During the Induction Ceremony, five current members selected by the Advisor and the principal will be asked to share a biblical challenge for the NHS/NJHS five pillars of scholarship, character, leadership, service, and citizenship. These speeches must be approved by the principal in partnership with the Student Life Director and the Chapter Advisor. The speech is a means by which to define the assigned pillar with a challenge from a biblical perspective.

Section 6. An active member of the National Honor Society who transfers from this school will be able to take their certificate of membership to their future school as proof of membership.

Section 7. An active member of the National Honor Society who transfers to this school will be accepted for membership in this chapter after submitting their induction certificate or a letter from the previous school's chapter advisor or principal. Proof of membership must be verified by the advisor. The faculty council will grant the transferring member one semester to attain the NRCA membership requirements and, thereafter, this member must maintain those requirements for this chapter to retain his/her membership.

## **ARTICLE VI: OFFICERS**

Section 1. The officers of the chapter will be President, Vice President, and Secretary/Treasurer.

Section 2. The election process for student officers will be during the spring meeting of each school year. All 8<sup>th</sup> grade members in good standing will be eligible to run for NJHS President, Vice President, or Secretary/Treasurer. All 11<sup>th</sup> grade members in good standing will be eligible to run for NHS President, Vice President, or Secretary/Treasurer.

Section 3: Those interested in an officer role should complete the Intent to Run form as well as the NHS/NJHS Officer Application form. Final officers will be selected by member vote.

Section 4: It will be the duty of the President to preside at the meetings of the chapter, be familiar with the bylaws, prepare the meeting agenda with the advisor, and help coordinate group service projects.

Section 5. The Vice President will preside in the absence of the president, help coordinate group service projects, and maintain records for service projects.

Section 6. The Secretary/Treasurer will keep the minutes and attendance records for meetings, be responsible for all official correspondence, and organize sign-up/registration for group projects.

Section 7. Officers and the faculty adviser(s) will collectively be known as the chapter's executive committee. The executive committee will establish annual goals for the chapter and have general charge of the meetings and the business of the chapter.

## **ARTICLE VII: MEETINGS**

Section 1. At least one meeting of this chapter per semester will be held. Special meetings can be called by the president with approval of the Adviser.

Section 2. Meeting days and times will be published in Schoology. Members are required to attend all chapter meetings with the exception of school excused absences.

## **ARTICLE VIII: ACTIVITIES**

Section 1. The chapter will determine one or more service projects for each year. All members will be expected to participate in at least one project.

Section 2: Each project will have the following characteristics: fulfill a need within the school or community; have the support of the school administration and the faculty; be appropriate and educationally defensible; and be well planned, organized, and executed.

Section 3. In addition to the group service project, members will have the responsibility for choosing and participating in individual service projects. Members are required to submit the same number of hours as per the NRCA standard for each grade level. Although additional service hours are not required to be a member of NHS, members will be held accountable for completion and submission of service hours on an annual basis. These service hours must be submitted according to the NRCA's normal process and be entered into PowerSchool. Student PowerSchool accounts will be reviewed each semester to determine if service expectations are being kept up to date.

## **ARTICLE IX: DISCIPLINE and DISMISSAL of MEMBERS**

Section 1. Any member who falls below the standards of scholarship, service, leadership, or character may be considered for discipline or dismissal from the North Raleigh Christian Academy chapter of the National Honor Society. A member of the National Honor Society is expected to maintain his/her academic standing and take an active role in service and leadership to his/her school and community.

Section 2. NHS member community service records will be reviewed the first Friday of September each year. If community service hours from the previous high school years have not been turned in, the member will receive a written warning which will allow one semester for improvement. If community service hours have not been updated at the end of the semester, the student will be subject to further disciplinary action by the faculty council that includes consideration of dismissal from the chapter.

Section 3. Scholastic records will be reviewed each year. If a member's cumulative grade point average falls below 3.0, he /she will be given a written warning which will allow one semester for improvement. If the cumulative grade point average remains below 3.0 at the end of the warning period, the student will be subject to further disciplinary action by the faculty council that includes consideration of dismissal from the chapter.

Section 4. Violations of school policy that result in an automatic Saturday detention or suspension will result in honor society probation or immediate consideration of the dismissal of a member.

Section 5. Offenders of the school conduct code will receive written warning notification. A conference may be requested by either party (faculty council or student/parent). If the member is involved in another violation of the school conduct code, the member may be considered for dismissal.

Section 6. Chapter officers, as representatives of the chapter, can be removed from their positions as a consequence of disciplinary action taken by the faculty council.

Section 7. 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 has the right to respond to the charge(s) against him/her at a hearing prior to any vote on dismissal. The member has the opportunity to present his/her defense either in person or via a written statement presented in lieu of the face-to-face hearing. Following the hearing, 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 presented to the principal for review, and then stated in a letter sent to the student and parents.
- d. A member who is dismissed or resigns may never again be considered for membership in the National Honor Society.

Section 8. In lieu of dismissal, the faculty council may impose disciplinary sanctions upon a member as deemed appropriate.

**ARTICLE X: RATIFICATION, APPROVAL, and REVIEW.**

Section 1: These bylaws will be approved upon receiving a two-thirds affirmative vote of a majority affirmative vote of the faculty council and approval by the administration.

Section 2: These bylaws will be reviewed and if necessary, revised within five years from the date of approval noted on this document.

Approved on \_\_\_\_\_ (date)

Principal \_\_\_\_\_ Chapter Advisor \_\_\_\_\_

Faculty Council

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