

CONSTITUTION
of the
LANCASTER CHAPTER
of the
NATIONAL HONOR SOCIETY

PREAMBLE:

The Lancaster High School National Honor Society strives to recognize the total student: one who excels in the areas of scholarship, service, leadership and character. Emphasis is placed on recognizing the total student; therefore, students who meet the criteria in all four areas will be granted membership.

Membership in the Lancaster High School National Honor Society is more than an honor. Membership carries with it an obligation to continue to demonstrate the outstanding qualities that led to induction into the society. Failure to live up to these standards may result in cancellation of membership.

Membership also carries with it a responsibility to the local chapter. For the Lancaster Chapter of the National Honor Society to be effective and meaningful, each member must become involved and live up to the service obligation by participating in chapter projects.

ARTICLE I. NAME AND PURPOSE

- Section 1. The name of this chapter shall be the Lancaster Chapter of the National Honor Society of Secondary Schools, which appears on the charter granted by the National Council of the National Honor Society, duly signed by the members of the National Council.
- 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 Lancaster High School.
- Section 3. All Articles and Sections of the Lancaster Chapter of the National Honor Society Constitution are consistent with the tenets of the National Constitution of the National Honor Society.

ARTICLE II. MEMBERSHIP

Section 1. Membership in this chapter of the National Honor Society shall be used upon areas of scholarship, service, leadership and character. These areas are defined as follows:

Scholarship

A minimum cumulative grade point average of 3.50

*Grade point averages are calculated using the same formulas as used for class rank

Service -- as demonstrated by activities and teacher evaluations.

The student who serves:

- a) is willing to uphold scholarship and maintain a loyal school attitude.
- b) participates in some outside activity -- scouting, church groups, 4-H, volunteer services for community or family members that may be elderly, poor, or disadvantaged.
- c) volunteers dependable and well-organized assistance, is gladly available, and is willing to sacrifice to offer assistance.
- d) works well with others and is willing to take on difficult or inconspicuous responsibilities.
- e) cheerfully, and enthusiastically renders any requested service to the school.
- f) is willing to represent the class or school in inter-class and inter-scholastic competition.
- g) Shows courtesy by assisting visitors, teachers, and students.

Leadership -- as demonstrated by activities and teacher evaluations.

The student who exercises leadership:

- a) is resourceful in proposing solutions to new problems, apply principles, and making suggestions.
- b) demonstrates initiative in promoting school activities.
- c) exercises influence on peers in upholding school ideals.
- d) contributes ideas that improve the civic life of the school.
- e) is able to delegate responsibilities.
- f) exemplifies positive attitudes.
- g) inspires positive behavior in others.
- h) demonstrates academic initiative.
- i) Successfully holds school offices or positions of responsibility, conducting business effectively, and efficiently, and without prodding, demonstrates reliability and dependability.
- j) is a forerunner in the classroom, at work, and in school or community activities.
- k) is thoroughly dependable in any responsibility accepted.

Character -- as demonstrated by activities and teacher evaluations.

The student of character:

- a) takes criticism willingly and accepts recommendations graciously.
- b) consistently exemplifies desirable qualities of behavior (cheerfulness, friendliness, and poise)
- c) upholds principles of morality and ethics.
- d) cooperates by complying with school regulations concerning property, programs, office, halls, etc.
- e) demonstrates the highest standards of honesty and reliability.
- f) shows courtesy, concern, and respect for others.
- g) observes instructions and rules, punctuality, and faithfulness both inside and outside the classroom.
- h) manifests truthfulness in acknowledging obedience to rules, avoiding cheating in all work, and showing unwillingness to profit by the mistakes of others.
- i) actively helps rid the school of bad influences or environment.
- j) respects school technology and equipment.

Section 2. If at any time members fail to maintain the scholarship, service, leadership or character standards of the chapter, they shall be subject to the discipline of the faculty council consistent with Article VIII, Section 2. of this Constitution.

Section 3. To remain a member in good standing, National Honor Society members must participate in at least two (2) service activities sponsored by National Honor Society per year. For purposes of this section, fund-raising activities will be considered as service activities.

Section 4. A National Honor Society member who transfers in from another school and brings a letter from the former principal or chapter advisor shall be accepted automatically as a member in the new school's chapter. Transfer members must meet the new chapter standards within one semester to retain membership.

Section 5. New members shall be inducted at a special ceremony.

Section 6. Membership in the National Honor Society is continuous unless a member resigns or is dismissed for any reason.

Section 7. Members who resign or are dismissed are never again eligible for membership or benefits.

ARTICLE III. ELECTION OF MEMBERS

Section 1. In order to **qualify** for membership consideration by the faculty council, the student must have completed at least 3 semesters of high school and have a **cumulative grade point average of 3.50.**

Section 2. Students who meet the criteria of Article III, Section 1, qualify for consideration for membership in the National Honor Society. Students who wish to be considered for membership must fill out an information application and return it to the National Honor Society advisor. Failure to complete the information application and return it to the advisor makes the student ineligible for membership for that year.

Section 3. The National Honor Society membership selection process is as follows:

- a) The faculty council, which consists of five faculty members appointed by the principal, shall make all decisions regarding membership.
- b) The entire high school faculty will be surveyed regarding each student seeking membership. The survey asks teachers to rate the applicant based on service, leadership, and character using the following scale:
 - DK - Do not know the student
 - 1-4 - Not recommended
 - 5-6 - Questionable
 - 7 - Recommended
 - 8-9 Highly Recommended
 - 10 - ExemplaryTeachers are required to provide comments to support any rating of 6 or below. If comments are not provided, then the rating is not considered. Teacher's ratings are averaged so that students who receive DK ratings are not penalized. Similarly, the faculty council recognizes that personality conflicts may exist between a student and one or two faculty members. Averaging scores will minimize the risk of a student being denied membership solely on a personality conflict with a teacher.

Section 4. The faculty council will then review each potential membership, considering the information application, teacher evaluations, and the criteria of scholarship, service, leadership and character as defined in Article II, Section 1. The faculty council will vote on each membership application with a simple majority vote determining whether or not the applicant is admitted into the National Honor Society.

- a) No faculty council member shall vote on his or her own child's membership. In such cases, the remaining four members of the faculty council shall vote with a simple majority vote determining the outcome. In the case of a tie vote, the chapter advisor shall cast the deciding vote.

Section 5. All applicants will be informed, in writing, of the outcome of the faculty council's vote; however, the applicant and parents will not be entitled to know the specific number of votes for and against membership. Students denied membership may request a conference with the chapter advisor.

Section 6. A denial of membership of an applicant by the faculty council does not preclude the applicant from reapplying during the next school year if the applicant is still lawfully attending Lancaster High School.

ARTICLE IV. NATIONAL HONOR SOCIETY OFFICERS & ELECTION OF OFFICERS
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Section 1. The officers of this chapter shall be president, vice-president, secretary, and treasurer, with each having duties as follows:

- a) President - It shall be the duty of the president to preside at meetings of this chapter. The president shall also create a meeting agenda, in collaboration with the chapter advisor.
- b) Vice President - It shall be the duty of the vice-president to preside over chapter meetings in the absence of the president. The vice-president shall also manage the social media accounts of the chapter (under the supervision of the chapter advisor).
- c) Secretary - It shall be the duty of the secretary to take minutes and attendance of all meetings and to maintain records of all business. Immediately after a membership election, the secretary must certify to the National Secretary of the National Honor Society the names of those elected to membership.
- d) Treasurer - It shall be the duty of the treasurer to receive and disburse all funds of the chapter, and to keep an accurate account of receipts and disbursements in accordance with school regulations.

Section 2. A majority of votes cast shall be necessary to elect any officer of this chapter.

Section 3. Elections shall be held at a time designated by the chapter advisor.

Section 4. All officers must have been elected to Honor Society in their junior year and shall hold their elected offices through their senior year.

- Section 5. The chapter officers will be selected as follows:
- a) Interested members can submit an officer nomination application within the parameters set by the chapter advisor.
 - b) Members will vote for four running members to serve on the officer team.
 - c) Once selected, the officers and chapter advisor will select the positions of each of these members.

The selection of offices will be in a meeting of the executive committee, with all members of the committee agreeing upon the newly designated roles. If a consensus is not reached, disputes will go before the entire membership for vote.

ARTICLE V. 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 chapter advisor, who may serve consecutive terms.
- Section 3. The principal shall annually appoint five faculty members who will comprise the faculty council. Faculty members may serve consecutive terms on the faculty council.

ARTICLE VI. THE CHAPTER ADVISOR

- Section 1. The chapter advisor shall be responsible for the direct, day-to-day supervision of the chapter and act as a liaison between faculty, administration, students and community.
- Section 2. The chapter advisor shall maintain files on membership, chapter history, activities and financial transactions. The chapter advisor shall send the annual report to the national office.
- Section 3. The chapter advisor shall regularly review each member for compliance with society standards and obligations.
- Section 4. The chapter advisor shall help the chapter officers understand and carry out their duties.
- Section 5. The chapter advisor shall serve as an ex-officio member of the faculty council.

ARTICLE VII. THE FACULTY COUNCIL

- Section 1. The faculty council shall consist of five members appointed annually by the principal. These members shall be, within reason and availability, a diverse group of teachers that will, collectively, represent the whole of the student body and of all grade levels.
- Section 2. The term of the faculty council shall be one year. Members may be appointed to consecutive terms.
- Section 3. The chapter advisor shall be an ex-officio member of the faculty council.
- Section 4. The faculty council shall meet at least once a year to select members and to consider dismissal, non-selection and warning cases.
- Section 5. The faculty council shall determine the selection process for membership.

ARTICLE VIII. DISCIPLINARY PROCEDURES

- Section 1. The procedure for dismissal shall be determined by the faculty council in compliance with the rules and regulations of the National Honor Society. A written description of the dismissal procedure shall be made available to interested parties.
- Section 2. All violations of National Honor Society standards shall be reported to the faculty council who will decide the appropriate disciplinary action. The goal of all disciplinary actions should be educational, providing a valuable lesson in life. If the faculty council determines a warning is appropriate, the chapter advisor shall issue a written warning allowing a reasonable amount of time to correct the deficiency. The faculty council may also direct a member to be involved in special counseling, to be involved in the Student Assistance Program at Lancaster High School or to perform community service as ways to correct the deficiency. In the case of a flagrant violation of school rules or civic laws, a member does not necessarily have to be warned prior to dismissal.

Section 3. The Lancaster National Honor Society Constitution considers the following violations of school rules or civic laws to be flagrant, warranting dismissal without issuing a warning. The violations as listed are not an exhaustive list but examples of flagrant violations. As provided in Section 2. of Article VIII, the faculty council has the right to determine whether other violations of school rules or civic laws are flagrant.

School Rules

- Cheating on examinations and quizzes.
- Habitual truancy as defined by Wisconsin Statute 118.16, missing unexcused part or all of 5 days out of any 10 consecutive school days or missing unexcused part or all of 10 days in a semester.

Civic Laws

Any felony crimes, which includes but is not limited to:

- Homicide
- Battery (w/ great bodily harm)
- Sexual Assault
- Kidnapping
- Arson
- Receiving Stolen Property Over \$500
- Treason
- Operating A Motor Vehicle Without Owner's Consent
- Reckless Endangering Safety
- Robbery
- Burglary
- Criminal Damage to Property
- Theft Over \$500
- Retail Theft Over \$500
- Perjury
- Drug Possession and/or Distribution

Any misdemeanor crimes, including but not limited to:

- Disorderly Conduct
- Theft (under \$500)
- Criminal Damage to Property
- Receiving Stolen Property (under \$500)
- Operating a Motor Vehicle Without Owner's Consent
- Prostitution
- Carrying a Concealed Weapon
- Lewd and Lascivious Behavior
- Drug Possession and/or Distribution

Other Civic Laws

- Possession or use of tobacco products or alcohol. Note: While it is legal for a person under the age of 18 to drink with a parent, such conduct will be considered a flagrant violation of the National Honor Society Constitution warranting dismissal. Being a National Honor Society member means not a drop. However, use of alcohol during an approved religious ceremony will not be considered a violation of the National Honor Society Constitution.

- Section 4. Dismissal of a member for becoming pregnant is not permissible on that basis alone. However, sexual behavior can be considered as one aspect of character and, if applicable, a violation of state law. Similarly, male members who father a child, will not be automatically dismissed; however, sexual behavior will be considered as an aspect of character and, if applicable, a violation of state law.
- Section 5. Any National Honor Society member who commits a flagrant offense as defined in Article VIII, Section 3., shall be dismissed from the National Honor Society. A hearing before the faculty council to present any mitigating circumstances that might suggest that dismissal is not warranted. The faculty council shall decide all dismissal matters by a simple majority vote.
- Section 6. No faculty council member shall vote on his or her own child's disciplinary action. In such cases, the remaining four members of the faculty council shall vote with a simple majority vote determining the outcome. In the case of a tie vote, the chapter advisor shall cast the deciding vote.
- Section 7. A member who has been dismissed from the National Honor Society may appeal the decision of the faculty council under the same rules for disciplinary appeals in the school district.
- Section 8. Any National Honor Society member whose membership is terminated for any reason will never again be eligible for membership.
- Section 9. The faculty council shall determine when an individual has exceeded a reasonable number of warnings. Again, in all cases of impending dismissal, the member shall have a right to a hearing before the faculty council.
- Section 10. Any member who is dismissed from the National Honor Society shall return their emblem to the chapter advisor.
- Section 11. Any member of National Honor Society has the right to resign from membership. Doing so will terminate membership, consistent with Article VIII, Section 8. Resigning is considered permanent, whereas appeal or regaining membership is not permitted.

ARTICLE IX. EXECUTIVE COMMITTEE

- Section 1. The executive committee shall consist of the officers of the chapter and one member of the faculty chosen by the principal as advisor of the chapter.
- Section 2. The executive committee shall have general charge of the meetings and business of the chapter.

Section 3. All accounts of the treasurer must be audited annually by an auditor(s) designated by the executive committee of the chapter.

ARTICLE X. MEETINGS

Section 1. All meetings shall be scheduled by a member of the executive committee as needed to conduct the business of the chapter.

Section 2. Special meetings, approved by the executive committee, may be called by the president.

Section 3. This chapter shall conduct its meetings according to Robert's Rules of Order in all points not expressly provided for in the constitution of this chapter.

ARTICLE XI. EMBLEM

Section 1. Each member of this chapter shall be entitled to wear the emblem adopted by the National Honor Society of the National Association of Secondary School Principals.

Section 2. Any member who withdraws or is dropped from the chapter for disciplinary reasons shall return the emblem. The emblem shall not become his or her property until his or her graduation from high school.

Section 3. All insignias must be procured from the National Secretary of the National Honor Society, 1201 Sixteenth Street, NW, Washington, 6, D.C.

ARTICLE XII. CHAPTER BUSINESS

Section 1. Members are expected to attend all National Honor Society meetings and participate in chapter projects. Member who exhibit poor attendance to meetings or poor participation in chapter projects shall be counseled by the chapter advisor. A member who continues poor attendance or poor participation after being counseled by the chapter advisor may be referred to the faculty council for consideration of disciplinary action.

- Section 2. The Lancaster Chapter of the National Honor Society shall undertake at least one project per school year with that project having the endorsement of the majority of chapter members, the chapter advisor and the principal. To remain a member in good standing, National Honor Society members must participate in at least two (2) service activities sponsored by National Honor Society per year. For purposes of this section, fund-raising activities will be considered as service activities. For seniors, members who do not meet the requirement of service will not be allowed to wear the National Honor Society stole at the graduation ceremony.
- Section 3. All members of the Lancaster Chapter of the National Honor Society shall pay a one-time membership due of the amount designated by the chapter advisor. This fee will be collected from newly elected members prior to induction. Membership dues shall be used towards community projects, including scholarship funds, for chapter T-shirts, and national affiliation fees.
- Section 4. Senior members shall submit a deposit in order to receive a stole for the induction ceremony and the graduation ceremony. The amount shall be determined by the chapter advisor and in accordance with the cost of replacement. This deposit will be returned if and when the stole is returned to the chapter advisor. No penalty will be issued if the member wishes to keep the National Honor Society stole.

ARTICLE XIII. AMENDMENTS

- Section 1. This constitution may be amended by a two-thirds vote of the chapter, provided that the proposed amendment has been approved by the faculty council and the executive committee of the chapter and that notice to members has been given at least one month prior to the meeting at which it is to be voted upon.