

**Bylaws of the T. P. Brindley Chapter of the National Honor Society**  
**Fairview High School**  
(In Accordance with the National Constitution)

**Chapter Government**

1. The Chapter will be governed by an executive council consisting of the following officers: president, vice-president, secretary, treasurer, chaplain, hostess(es), and sergeant(s)-at-arms.
2. Officers must have been members in good standing for a period of one year prior to their election as officers.
3. Officers will be elected by a vote of the membership.
4. Voting will be conducted by secret ballot, and ballots will be tallied by the adviser.
5. The term of office will be one year.
6. No officer may run for or hold two offices at the same time; however, as long as an officer has performed his/her duties well, he/she may hold the same office more than one time if elected.
7. No officer should run for an office if he/she cannot devote appropriate time and effort to the responsibilities of the office.

**Officers' Duties**

1. President: Preside over meetings, organize activities, guide other officers in their duties, initiate new members, and assist the adviser with the daily business of the Chapter.
2. Vice-president: Preside over meetings in the absence of the president, assist the president in all his/her duties, and assist the adviser with the daily business of the Chapter.
3. Secretary: Keep minutes, complete all correspondence, and organize and file paperwork.
4. Treasurer: Assist the adviser in collecting funds and counting money. Since financial records are maintained by the school bookkeeper and audited regularly, the treasurer's main function will be to assist in managing the Chapter's funds.
5. Chaplain: Provide appropriate inspirational material for meetings and assist the other officers.
6. Hostess: Organize hospitality and refreshments for Chapter functions, serve refreshments, and supervise cleaning up of the meeting site. The hostess must also assist in the daily business of the Chapter.
7. Sergeant-at-Arms: Maintain order and see that proper procedure is followed at meetings. Assist in the daily business of the Chapter.

**General Guidelines**

1. The Chapter will have a faculty adviser. The adviser must be a member of the high school faculty.
2. A faculty council will be appointed each year. The principal may select the members or designate the responsibility of selection to the faculty adviser. The faculty council will consist only of high school faculty members. The duties of the council include evaluating candidates for membership; selecting new members; developing, adapting, and interpreting bylaws; and reviewing dismissals when requested by a member.
3. Meeting times are set by the adviser.
4. Activities and projects must be approved by a vote of the executive council or a vote of the majority of the members present at the time the vote is taken, whichever is appropriate.
5. Activities will be funded through members' annual dues and fundraising activities. All fundraising activities will be cleared through the adviser.
6. A member in good standing is one who has paid his/her dues and is currently meeting the academic and other requirements for membership in NHS.
7. Graduating senior members in good standing will be permitted the honor of wearing "Honors" stoles during the graduation ceremony.

8. Officers who do not perform their duties may be removed from office if the faculty council deems that removal is appropriate.
9. There will be no set number of members or new inductees each year.
10. Induction ceremonies will be held once each year during the spring semester.

### **Becoming a Member**

1. Members must be in 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade in the fall following their spring induction.
2. Candidates must have been enrolled at Fairview for a minimum of one complete semester prior to consideration.
3. Candidates must demonstrate appropriate standards of leadership, scholarship, character, and service. Scholarship alone will not be sufficient to gain membership. The student must demonstrate that he/she is deserving in all four required areas.
4. Candidates must have an overall academic average of 90. English, math, science, history, and foreign language will carry twice the weight of elective/non-core courses in determining this average. Averages of 89.5 and above will be considered a 90. Averages of 89.4 and below will be considered an 89. The student must have a 90 semester average for the first semester if he/she is to be considered for membership the following spring and be in the top ten percent of the class.
5. Candidates must be pursuing the most advanced courses (i.e. Advanced Diploma) offered at Fairview High School at the time of consideration.

### **Maintaining Membership**

1. Members must maintain a weighted 85 semester average (as described in “Becoming a Member”) each semester following their induction. A member who falls below 85 will be placed on probation. If that member falls below 85 a second time, he/she will be dismissed from NHS for failing to maintain academic standards.
2. Members must maintain appropriate standards of scholarship, leadership, service, and character. Academic dishonesty is grounds for dismissal.
3. Members must participate in all activities and attend all meetings.
4. Members must continue to pursue the most advanced courses offered at Fairview High School.
5. A member in good standing of another chapter may transfer membership to the T.P. Brindley Chapter if he/she presents written proof of membership signed by the faculty adviser of the other school’s chapter to the adviser of our Chapter. Written proof will be verified before membership is granted.

**These bylaws were adopted on August 17, 2005, with approval of the faculty council and adviser:**

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Math Teacher

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English Teacher

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Science Teacher

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History Teacher

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Faculty Adviser

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Principal