

**CONSTITUTION OF THE CHAPTER OF THE NATIONAL HONOR SOCIETY  
WAKEFIELD HIGH SCHOOL  
RALEIGH, NORTH CAROLINA**

**Article I  
Name and Purpose**

- Section 1:** The name of this chapter shall be the Wakefield High School Chapter of the National Honor Society of Secondary Schools, which appears on the charter granted by the National Honor Society duly signed by the National Secretary.
- Section 2:** The purpose of this chapter 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 Wakefield High School.

**Article II  
Membership**

- Section 1:** Membership in this chapter shall be based upon scholarship, service, leadership, and character.
- Section 2:** Membership of this chapter shall be known as active or graduate. Upon graduation, members move to graduate status and are no longer able to vote on chapter business.
- Section 3:** Current juniors and seniors who have attended Wake County Public Schools for at least one semester and have a weighted cumulative GPA of 4.0 or higher shall be eligible for membership.
- Section 4:** Candidates become members when inducted at a special ceremony.
- Section 5:** Transfer students are automatically accepted into this chapter if they were members of the Honor Society at their previous school. Transfer students must produce a letter from the principal or sponsor of their previous chapter stating their honor society status. Transfer students will be required to maintain membership based on Wakefield's standards.
- Section 6:** Members who resign or are dismissed from the chapter are never again eligible for membership or its benefits in this or any other chapter.

**Article III  
Selection of Members**

- Section 1:** Members of this chapter of the National Honor Society shall be selected by the Faculty Council based on a point system.
- Section 2:** All candidates who have a weighted cumulative GPA of 4.0 or higher are eligible for membership and will be notified about a student information packet.
- Section 3:** Only applications returned on time will be considered by the Faculty Council. Only information received in the original application will be considered for initial review and for any appeal review.
- Section 4:** Candidates selected by the Faculty Council will be notified by the advisor and invited to the induction ceremony. Any appeals must be filed within one week of the date of the letter. Appeals should be sent to the advisor(s) and will be reviewed by the Faculty Council.

## **Article IV**

### **Discipline/Dismissal of Members**

**Section 1:** All members of the chapter shall be subject to the following regulations:

- I. Each member must maintain a 4.0 weighted cumulative GPA.
- II. Each member must pay his/her dues by the required timeframe set by the advisor(s). Failure to meet the deadline will result in loss of membership.
- III. All members must attend general meetings. Each member is afforded two absences for the school year. There is no differentiation between excused and unexcused. Once a member exceeds two, they will be removed from membership.
- IV. New and returning members must complete a total of twenty service hours before the spring deadline set by the advisor. No late hours will be accepted.
- V. The penalty for failure to turn in forms or service hours by the given deadlines will be removal of membership.

**Section 2:** Any member who fails to maintain the standards used for membership selection shall face disciplinary action and possible dismissal from the National Honor Society. Failure to maintain the selection standards will result in the following consequences:

- I. If the GPA falls below a 4.0, the member will be placed on probation. A letter will be sent that outlines the time line and instructions for the student to get back in compliance. (Note: Seniors should be especially aware of this in the event there is not enough time for you to recover your GPA before graduation.)
- II. If the member fails to complete the required number of hours in a given term, the member will be removed from membership.
- III. If a member does not follow school rules and/or civil laws, such as Honor Code, the Faculty Council will meet to decide appropriate disciplinary action. The student must contact the advisor if he/she wishes to speak to the council regarding his/her circumstances. If the member fails to do this, the meeting will take place as scheduled and the council will make their decision based on the information provided by the advisor.
- IV. In all disciplinary meetings of the Faculty Council, decisions will be made by majority.
- V. After the Faculty Council has made its decision, the member will be notified of the outcome in writing.

**Section 3:** A dismissed member may appeal the decision of the Faculty Council under the Wake County Public school system policies governing disciplinary appeals. The principal is the first recipient of the appeal. A deadline for appeal to the principal will be given in the letter.

## **Article V**

### **Officers**

**Section 1:** The officers of this chapter shall be president, vice-president, secretary, and communications director.

**Section 2:** A majority of the votes cast shall be necessary to elect chapter officers.

**Section 3:** The duties of the officers are as follows:

- i. President
  - o in charge of running the meetings
  - o coordinates information between the advisor and the other officers
  - o creates an agenda for the meetings
  - o helps to find service opportunities for members
- ii. Vice President
  - o assists the President in creating agenda, gathering information
  - o sets up website
  - o helps to find service opportunities for members
- iii. Secretary
  - o takes attendance at meetings, informs advisor of absences
  - o members are to email the Secretary in case of absence
  - o helps to find service opportunities for members
- iv. Communications Director
  - o in charge of communications platforms to inform members of any upcoming events
  - o helps to find service opportunities for members

**Section 4:** The officers and advisor of the chapter shall serve as the Executive Board described in the following terms:

- i. The Executive Board shall have charge of all general meetings and business of the chapter
- ii. The Executive Board shall hold regular meetings during the school year.
- iii. The President shall act as chairperson of the Executive Board
- iv. The Executive Board shall vote on matters of business concerning the chapter, except for dismissal of an officer or member
- v. The President shall not vote on matters of business before the Executive Board, unless there is a need for a tie vote.
- vi. All actions of the Executive Board are subject to review by the chapter.

## **Article VI 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 member(s) of the faculty as the chapter advisor who may serve consecutive terms.

**Section 3:** The principal shall receive appeals in cases of non-selection of candidates, and the disciplining of members.

## **Article VII Chapter Advisor**

**Section 1:** The chapter advisor(s) shall be responsible for the day-to-day supervision of the chapter and act as liaison between the faculty, administration, students, and community.

**Section 2:** The chapter advisor(s) shall maintain files on membership, chapter history, activities, and financial transactions. The chapter advisor(s) shall send the annual report to the national office.

**Section 3:** The chapter advisor(s) shall regularly review each member for compliance with society standards and obligations.

**Section 4:** The chapter advisor(s) shall help the chapter officers understand and carry out their duties.

**Section 5:** The chapter advisor(s) shall be ex-officio, non-voting members of the Faculty Council.

**Section 6:** The chapter advisor(s) shall be members of the faculty, appointed annually by the principal, and may serve consecutive terms.

## **Article VIII Faculty Council**

**Section 1:** The Faculty Council shall consist of a minimum of five voting faculty members. The chapter advisors shall be ex-officio, non-voting members of the Faculty Council. No principal or assistant principal may be included on the Faculty Council.

**Section 2:** The term of the Faculty Council shall be one year. Members may be appointed to consecutive terms.

**Section 3:** The Faculty Council shall meet at least once a year to review the procedures of the chapter, select members, and to consider non-selection, dismissal, other disciplinary actions, and warning cases.

**Section 4:** The Faculty Council shall develop and revise, when necessary, all chapter procedures for selection, disciplining, and dismissal of members, all of which must remain in compliance with the national guidelines and policies of Wake County Public Schools.

## **Article IX Meetings**

**Section 1:** There shall be regular monthly meetings of the chapter during the school year. Executive Board meetings will occur monthly and also during the summer if necessary. Those meetings must have an advisor present.

**Section 2:** Meetings shall be conducted according to Robert's Rules of Order.

**Section 3:** Special meetings, approved by the Executive Board, may be called by the chapter President.

**Section 4:** Once the meeting is called to order, the door will be locked and no latecomers will be admitted.

**Section 5:** If a member misses a meeting, they are to be reminded each member is only afford two (unexcused or excused) absences.

## **Article X Service**

**Section 1:** All members shall regularly participate in NHS service project(s).

**Section 2:** The service 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, educationally defensible, and be well planned, organized, and executed.

**Section 3:** The chapter shall publicize its projects in a positive manner.

## **Article XI Dues**

**Section 1:** Dues for the chapter shall be collected by the advisor.

**Section 2:** Dues will be set yearly by the advisor.

**Section 3:** Dues shall be paid by the timeline provided from the Executive Council. Failure to do so constitutes grounds for disciplinary action.

# WAKEFIELD HIGH NHS POLICY STATEMENT

## RECEIVING A STOLE FOR GRADUATION



Wearing a stole at graduation symbolizes active membership in the NHS chapter. To wear the stole, members must be in good academic standing and must have earned all necessary service hours. Parents will sign this letter and we encourage all parents to help the students remember all society deadlines. We want to avoid any disappointments at the end of the year.

I HAVE READ, UNDERSTAND, AND WILL ADHERE TO THE INFORMATION CONTAINED IN THIS CONSTITUTION AND STOLE POLICY STATEMENT.

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Student Name (Printed)

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Student Signature

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Date Signed

PARENTS: Please sign below that you have also read this document and understand its contents. If you have any questions or concerns, please contact Mrs. Bradford. Thank you for your assistance and support.

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Parent/Guardian Name (Printed)

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Parent/Guardian Signature

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Date Signed

**This page needs to be returned to the advisor by the November meeting.**