



South Philadelphia High School
Torch Chapter National Honor Society Bylaws
Amended 2022

ARTICLE I: NAME

The name of this chapter shall be the **TORCH Chapter** of the National Honor Society of **SOUTH PHILADELPHIA HIGH SCHOOL**.

ARTICLE II: PURPOSE

The purpose of this chapter shall 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 **South Philadelphia High School**.

ARTICLE III: POWERS

SECTION 1: This chapter operates under the direction of and in full compliance with the National Constitution of NHS. See www.nhs.us/constitutions. In addition, this chapter will maintain active affiliation with the national organization on an annual basis.

SECTION 2: This chapter will remain an active member of the state association by paying annual dues and participating in state functions when possible.

SECTION 3: The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

SECTION 4: Final authority of all activities and decisions of the chapter resides with the school principal.

SECTION 5: Nondiscrimination. Our chapter of the NHS maintains policies and practices that are designed to prevent discrimination against any qualified candidate or member on the basis of race, color, ethnicity, age, religion, sex, sexual orientation (known or perceived), gender identity or expression (known or perceived), ancestry, national origin, marital status, pregnancy, socio-economic status, English language proficiency, political beliefs, veteran status, disability, or other protected class. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.

ARTICLE IV: MEMBERSHIP

SECTION 1. Membership in this chapter is an honor bestowed upon deserving students by the faculty and shall be based upon the criteria of scholarship, service, leadership, and character.

SECTION 2. Membership in this chapter shall be known as active, honorary, and alumni. Active members become alumni members upon graduation. Alumni and honorary members have no voice or vote in chapter affairs.

SECTION 3. Eligibility:

- a. Candidates eligible for selection to this chapter must be members of the **junior or senior class**
- b. To be eligible for selection to membership in this chapter, the candidate must have been enrolled for a period equivalent to one semester at **South Philadelphia High School**.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative grade point average of **3.0 or better on a 4.0 scale (85% or better)**.

- d. Candidates must have completed a minimum of 10 documented and verified hours of service at the end of their junior year and 15 hours of verified and documented hours of service as a current senior.
- e. Upon meeting the grade level, enrollment, service, and GPA standards, candidates shall then be considered based on their leadership, character, and quality of service.

ARTICLE V: SELECTION OF MEMBERS

SECTION 1. The selection of members to this chapter shall be by a majority vote of the faculty council which consists of five faculty members, generally high school staff, approved by the principal. The chapter advisor shall be the sixth, nonvoting, *ex officio* member of the faculty council.

SECTION 2. The selection of active members shall be held once a year during the **second semester** of the school year.

SECTION 3. Prior to the final selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. General faculty input regarding every scholastically eligible student will be gathered and reviewed using the **Official Voting Ballot for Scholastically Eligible Students** (google form) provided by the NHS Advisor for consideration to membership prior to Faculty Advisory Council review.
- c. Following General Faculty voting submission, all students who are eligible scholastically (i.e., candidates) shall be notified, and asked to complete and submit the NHS **Candidate Information Form** for further consideration. Details of this process can be found in the document entitled "SPHS NHS Application Process" available through the google classroom.
- d. The NHS Faculty Advisory Council shall review the **Candidate Information Form**, review faculty input submissions, and other relevant information to determine those who fully meet the selection criteria for membership.

SECTION 4. Candidates become members when NHS induction ceremony is completed

SECTION 5. An active member of the National Honor Society who transfers from this school will be given an official letter indicating the status of his/her membership.

SECTION 6. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter. The faculty council shall grant to the transferring member one semester to attain the membership requirements and, thereafter, this member must maintain those requirements for this chapter in order to retain his/her membership.

ARTICLE VI: OBLIGATIONS OF MEMBERS

SECTION 1. Annual dues for this chapter shall be paid by the student **\$20.00** unless otherwise specified by administration. Membership dues will be payable to the chapter within 30 days of the induction ceremony.

SECTION 2. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be entitled to wear the emblem adopted by the National Honor Society.

SECTION 3. Any member who withdraws, resigned, or is dismissed from the chapter shall return the emblem to the chapter.

SECTION 4. Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor insignia (stole and tassel) at graduation ceremonies. Senior members will be required to return honor stole to the chapter following graduation - diploma will be withheld until NHS Honor Stole is returned to Advisor. NHS Honor cords will be gifted to graduating seniors by the chapter.

SECTION 5. SPHS NHS members are required to complete at least one NHS sponsored service project each semester (or a specific number of hours). Because the projects may vary, the advisor and members will determine the requirements at the beginning of each year. As needed, it is the member's responsibility to complete the service, record the details, and provide documentation of completion to the sponsor. If the organization sponsors a project that a member cannot attend it is the member's responsibility to inform the advisor in advance and then complete a substitute service project with the sponsor's approval.

ARTICLE VII: OFFICERS

SECTION 1. The **officers** of the chapter shall be **president, vice president, secretary, and treasurer.**

SECTION 2. Student officers shall be elected at the last meeting of each school year. All returning members in good standing with the chapter are eligible to run for a position as an officer. Any active member can nominate an eligible member as a candidate for office.

SECTION 3. Voting shall be by secret ballot. A majority vote shall be necessary to elect any officer of this chapter. If the first vote does not yield a majority, a second vote shall be taken of the two candidates receiving the highest number of votes.

SECTION 4. It shall be the duty of the president to preside at the meetings of the chapter, and serve as the official representative of the chapter at school and community functions.

SECTION 5. The vice president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service.

SECTION 6. The secretary shall keep the minutes and attendance records for all meetings and be responsible for all official correspondences.

SECTION 7. The treasurer shall keep the records of business expenses, dues, and all other financial transactions of the organization.

SECTION 8. Officers and the faculty advisor(s) shall collectively be known as the chapter's executive committee. The executive committee shall establish annual goals for the chapter and have general charge of the meetings and the business of the chapter, but any action by the executive committee is subject to the review of the chapter members.

ARTICLE VIII: MEETINGS

SECTION 1. The SPHS chapter of the NHS shall meet a **minimum of once per quarter**. Special meetings can be called by the president with approval of the advisor.

SECTION 2. This chapter shall conduct its meetings according to *Robert's Rules of Order*.

SECTION 3. Members are expected to attend all chapter meetings.

ARTICLE IX: ACTIVITIES

SECTION 1. The chapter shall determine one or more service projects for each year.

SECTION 2. All members shall regularly participate in these projects.

SECTION 3. These projects shall have the following characteristics:

- a. fulfill a need within the school or community
- b. have the support of the administration and the faculty
- c. be appropriate and educationally defensible
- d. be well planned, organized, documented, and executed

SECTION 4. Each member shall have the responsibility for choosing and participating in an individual service project which reflects his or her particular talents and interests and as approved by the chapter advisor. This is in addition to the chapter projects to which all members contribute.

SECTION 5. The chapter shall publicize and promote its projects in a positive manner.

ARTICLE X: 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 **SPHS Torch Chapter** of the National Honor Society. A member of the NHS 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. If a member's cumulative grade point average falls below the standard in effect when he/she was selected, he/she will be given a written warning and a reasonable time period for improvement (**1 quarter/term**). If the cumulative grade point average remains below standard and 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. In addition, if a member remains on the ineligibility list for more than three consecutive weeks, a remedial plan will be enacted and/or disciplinary action considered.

SECTION 3. Violation of the law or school regulations can result in immediate consideration of the dismissal of a member (See Section 5 below). These violations include, but are not limited to DWI, stealing, destruction of property, cheating, truancy, or possession of banned substance, selling, or being under the influence of drugs or alcohol at school or school-related activities in/or around the community.

SECTION 4. Offenders of the school code of conduct (such as use of profanity, failure to comply, unexcused absences, excessive tardiness, violating the technology use agreement or social media contract, etc.) 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 code of conduct, the member may be considered for dismissal.

SECTION 5. 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 6. In all cases of pending dismissal:

- a. The member will receive **written notification** from the advisor/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** before the faculty council prior to any vote on dismissal (in accordance with due process identified in Article X of the National Constitution). The member has the opportunity to present his/her defense either in person or via 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 guardians. Dismissed members must surrender any membership emblems to the advisor.
- d. The faculty council's decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies.
- e. A member who is dismissed or resigns may never again be considered for membership in the National Honor Society.

SECTION 7. In lieu of dismissal, the faculty council may impose disciplinary sanctions upon a member as deemed appropriate.

ARTICLE XI: RATIFICATION, APPROVAL, AND REVIEW

SECTION 1. These bylaws will be **approved** upon receiving **two-thirds** affirmative vote of all active members of the chapter, a majority affirmative vote of the faculty council, and approval by the administration.

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

Section 3. Should questions or circumstances arise that are not outlined in these SPHS chapter bylaws, the NHS National Constitution shall be consulted. This document is available at <https://www.hns.us/about/constitution-governance/nhs-national-constitutio/>.

ARTICLE XII: AMENDMENTS

These bylaws may be amended by a $\frac{2}{3}$ **vote** of the chapter, provided notice of the proposed amendment has been given to members at least **one month** prior to the vote. The exceptions are ARTICLES V, and X, which are developed by the faculty council with the approval of the principal.

Approved on November 30, 2022

Signatures:

SPHS Chapter President



Susan E. Groden - Advisor

Kimline Chek-Taylor - Principal

Joe Tabasco - AV Principal

South Philadelphia High School
National Honor Society Bylaw Approval :

Principal: _____ Date: _____

Kimline Chek-Taylor

Assistant Principal: _____ Date: _____

Joe Tabasco

Faculty Advisory Committee

1. _____ Date: _____

Shelley Lipscomb

2. _____ Date: _____

Nathan Bergey

3. _____ Date: _____

Jane Fitzgerald

4. _____ Date: _____

Dr. Naomi Mureria

5. _____ Date: _____

Jordan Iezzi

NHS Advisor: _____ Date: _____

Susan E. Groden

NHS President: _____ Date: _____

South Philadelphia High School
National Honor Society Bylaw Approval :

Principal: Kimline Chek-Taylor Date: 11/23/22
Kimline Chek-Taylor

Assistant Principal: Joseph Tabasco Date: 11/23/22
Joseph Tabasco

Faculty Advisory Committee

1. Shelley Lipscomb Date: 11-23-22
Shelley Lipscomb

2. Nate Bergey Date: 11-23-22
Nate Bergey

3. Jane Fitzgerald Date: 11-23-22
Jane Fitzgerald

4. Naomi Mureria Date: 11-23-22
Naomi Mureria

5. Jordan Iezzi Date: 11-23-22
Jordan Iezzi

NHS Advisor: Susan Groden Date: 11-23-2022
Susan Groden

NHS President: _____ Date: _____