



Londonderry High School

295 MAMMOTH ROAD LONDONDERRY, NEW HAMPSHIRE 03053 TELEPHONE 603 - 432 - 6941



JASON PARENT
Principal
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LONDONDERRY HIGH SCHOOL NATIONAL HONOR SOCIETY BYLAWS

Article I: NAME

Section 1: The name of this chapter shall be the National Honor Society of Londonderry High School.

Article II: PURPOSE

Section 1. The purpose of this organization is to create enthusiasm for scholarship, stimulate a desire to render service, promote leadership, and develop character in students of Londonderry 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. 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. [For reference, see Article V, Section 1 of the National Constitution.]

Section 4. Non-discrimination. Our chapter of NHS 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, sex (gender), and disability. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.

Section 5. The principal will annually appoint a member of the faculty as Chapter Adviser, who may serve consecutive terms.

Section 6. The principal will annually appoint a Faculty Council composed of five members of the school's faculty who may serve consecutive terms.



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Article IV: MEMBERSHIP

Section 1. Membership in this chapter is an honor bestowed upon deserving students by the faculty and shall be based on the criteria of Scholarship, Service, Leadership, and Character.

Section 2. Membership in this chapter shall be known as active, honorary, and graduate. Active members become graduate members at graduation. Graduate 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 sophomore, 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 Londonderry High School.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative weighted grade point average of 3.75.
- d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, and character.

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 appointed by the principal. The chapter adviser shall be the sixth, non-voting, ex-officio member of the Faculty Council.

Section 2. The selection of active members shall be held once each semester.

Section 3. Prior to the final selection, the following shall occur each semester:

- a. In the *fall*, the adviser will obtain from the Guidance Department a list of the eligible **seniors**. In the *spring*, the adviser will obtain from the Guidance Department a list of the eligible **sophomores and juniors**.
- b. The adviser officially invites all eligible students to become candidates for membership in our chapter of the National Honor Society.
- c. Candidates must digitally complete the Candidate Record and the Candidate Essay on or before the set deadline. Additionally, the candidate's application may be considered invalid and incomplete if a hard copy of the completed Candidate Signatures Form is not submitted to the adviser on or before the set deadline.



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- d. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser.
- e. The Faculty Council shall review each candidate's record, essay, signatures and faculty evaluation as well as other relevant information. The Faculty Council will then determine which candidates fully meet the selection criteria for membership.

Section 4. The selection of members to the chapter will be by a majority vote of the Faculty Council who will consider the following criteria:

a. **Leadership**

Students demonstrate leadership in the following ways:

- Resourcefulness in proposing new problems, applying principles, and making suggestions
- Initiative in promoting school activities
- Positive influence on peers in upholding school ideals
- Contribution of ideas that improve the civic life of the school
- Ability to delegate responsibilities
- Exemplification of a positive attitude
- Inspiration of positive behavior in others
- Demonstration of academic initiative
- Successfully holding school offices or positions of responsibility; conducts business effectively and efficiently; demonstrating reliability and dependability
- Leader in the classroom, at work, and in other school and community activities
- Thoroughly dependable in any accepted responsibility
- Willing to uphold scholarship and maintain a loyal school attitude

b. **Service**

Students demonstrate service in the following ways:

- Cheerfully volunteering in a manner that provides dependable and well organized assistance, willing to sacrifice to offer assistance
- Working well with others, willing to take on difficult or inconspicuous responsibilities
- Cheerfully and enthusiastically rendering any requested service to the school
- Representing the class or school in intramural and interscholastic competition
- Representing the class or school in the performing arts
- Participating in a co-curricular activity which serves the mission of our school
- Participating in some activity outside of school (i.e. Girl Scouts, Boy Scouts, church groups, volunteer services for the elderly, poor, or disadvantaged).
- Mentoring persons in the community or students at other schools
- Showing courtesy by assisting visitors, teachers, and students



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c. Character

Students demonstrate character in the following ways:

- Taking constructive criticism willingly, accepting recommendations graciously
- Consistently exemplifying desirable qualities of behavior (cheerfulness, friendliness, poise, stability)
- Upholding principles of morality and ethics
- Cooperating by complying with school regulations concerning property, programs, office, halls, etc.
- Demonstrating the highest standards of honesty and reliability
- Regularly showing courtesy, concern, and respect for others
- Observing instructions and rules inside and outside the classroom
- Manifesting truthfulness in acknowledging obedience to rules, shows unwillingness to profit by the mistakes of others
- Abiding by the Londonderry High School Code of Academic Integrity
- Abiding by the Life of a Lancer Code of Conduct

Section 5. All five members of the council must be present for the selection process. In the event a member of the Faculty Council is unable to fulfill the responsibilities of his/her position, the principal will designate a substitute. The selection procedure will be determined by the Faculty Council and will be consistent with the rules and regulations of the National Honor Society.

Section 6. Candidates selected for membership will be officially notified of their selection by letter distributed via email. Email will be sent to the address the student supplies in the Candidate Record.

Section 7. Once selected, candidates are granted full membership status and assume all membership obligations. Induction of members occurs once per year in the spring.

Section 8. 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 9. 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.



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ARTICLE VI: OBLIGATIONS OF MEMBERS

Section 1. Chapter members maintain status as active members in “good standing” by fulfilling the following membership obligations:

- Scholarship
 - Maintain a cumulative weighted grade point average of 3.75.
- Character
 - Abide by the Life of a Lancer Code of Conduct.
 - Abide by the LHS Academic Code of Integrity.
 - Maintain regular and timely communication with the adviser.
 - Meet with adviser for periodic evaluation of commitment to chapter service and individual service projects.
 - Pay Membership Dues.
 - Attend all chapter meetings.
- Leadership
 - Attend all chapter meetings.
 - Publicize and promote chapter projects in a positive manner.
- Service
 - Annually maintain and regularly update Member Record.
 - Annually maintain and complete Individual Service Portfolio.
 - Create, participate in and complete an individual service project.
 - Maintain level of service reflected member's candidate form/member record and approved by the faculty council when selected for membership.
 - Actively participate in a Chapter Service Project.
 - Actively participate in a Chapter Service Project Fundraiser.

Section 2: Dues for this chapter shall be in the form of a “one time” membership dues of \$10.00 per member. These dues are intended to fully cover the following costs of NHS membership: membership pin and card, seal for diploma, member certificate and induction ceremony candle.

Section 3: Academic regalia for graduating members in good standing shall be the gold stole. Each graduating member in good standing will have the opportunity to either purchase a stole to keep as a memento or borrow a legacy stole, secured by a deposit equal to the full replacement cost of the stole. If the condition of the legacy stole is equal to the condition in which it was received, graduates may return it to LHS before the end of the academic year for a full refund of the deposit.

Section 4: 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.



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Section 5: Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

Section 6: Chapter members who are seniors in good standing shall be granted the **privilege** of wearing academic regalia (ie. honor stole) at graduation.

ARTICLE VII: OFFICERS

Section 1. The officers of the chapter shall be president, vice president, secretary, treasurer, historian, community service coordinator and publicist.

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

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, as well as the chapter's convocation & induction ceremonies. Officers will 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 assist officers in the performance of their duties. The vice-president shall act as the keeper of the legacy stoles.

Section 6. The secretary shall keep the minutes and attendance records for meetings and be responsible for-official correspondence.

Section 7. The treasurer shall assist the adviser in keeping the record of business expenses, dues, and all other financial transactions of the chapter. The treasurer shall formally present this record at relevant chapter meetings.

Section 8. The historian shall maintain a digital photo archive of all NHS events in a calendar year. The historian shall share this archive with membership and the community in a presentation at the chapter's convocation & induction ceremonies.

Section 9. The community service coordinator shall seek out and present to the chapter opportunities for chapter service and individual service. The community service coordinator shall assist the adviser in the documentation of each member's service as reflected in: member records, individual service portfolios, individual service projects, chapter service projects and chapter service fundraisers.



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Section 10. The publicist shall work with the adviser to maintain contact with membership, the school and community utilizing social media and school resources. The publicist shall communicate with relevant media outlets when necessary to communicate/notify the school community and the greater community of chapter activities and events.

Section 11. The election of the officers will take place prior to the spring convocation and induction ceremony. Any active member (one who has been formally inducted) in good standing may run for office. This member must be nominated and seconded by a member of the chapter who is also in good standing. Newly selected members may nominate officers. Students who are considering early graduation may not run for office.

Section 12. Any students nominated for election must write a letter of intent to be submitted to the adviser before the day of the election.

Section 13. Candidates will deliver a speech at the appropriate spring meeting and ballots will be tallied immediately following.

Section 14. Absentee ballots will not be accepted.

Section 15. The principal, faculty, and student body will be notified of the election results.

Section 16. Passing of the gavel will take place during the spring convocation and induction ceremony.

Section 17. A special election at a general meeting may be held at the discretion of the executive board and adviser to fill any vacancies.

ARTICLE VIII: MEETINGS

Section 1: A calendar of regular meetings of this chapter shall be set and published by the executive board.

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

Section 3: To remain in good standing, members are expected to attend all chapter meetings unless granted an "excused absence" by the adviser.

Section 4: The adviser will grant members an "excused absence" under the following conditions and for the following reasons:

Scholarship: The member is in need of immediate and urgent academic assistance from a member of the faculty. Member is responsible for securing from the adviser an "Excused Absence"



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form detailing the reasons for the absence and including verification from the faculty member providing academic assistance. Additionally, the member must meet with the adviser and formally submit completed "Excused Absence" form as soon as possible following the absence.

Service: The member must fulfill an obligation or commitment directly related to the member's service to the school or community. Member is responsible for securing from the adviser an "Excused Absence" form detailing the reasons for the absence and including verification from the faculty member (coach, adviser or director) responsible for service activity. Additionally, the member must meet with the adviser and formally submit completed "Excused Absence" form as soon as possible following the absence.

ARTICLE IX: ACTIVITIES

Section 1. The chapter shall determine one or more chapter service projects for each academic year. When necessary, the chapter service project will include a chapter service fundraiser.

Section 2. To remain in good standing, members must participate in one of these chapter service projects each academic year.

Section 3. These chapter 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 and educationally defensible, and be well-planned, organized, and executed.

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

Section 5. Individual service projects may include but not be limited to the service activities identified in the member's candidate form. All members must feature their individual service in a portfolio presentation featured at the May convocation & induction ceremony.

Section 6. Members must meet with the adviser, periodically, for evaluation of individual service and commitment to chapter service project(s).

Section 7. Each member's Individual Service Portfolio will be used to evaluate the member's level of individual service. The level of service represented in the portfolio must be equal to or greater than the level of service rendered by the member when selected for membership.

Section 8. The chapter shall publicize and promote its projects in a positive manner.



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Article X: DISCIPLINE and DISMISSAL of MEMBERS

Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be considered for discipline or dismissal from the Londonderry High School 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. If a member's cumulative weighted 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. If the cumulative weighted grade point average remains below standard 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 3. Violations of the law or school regulations (Life of a Lancer Code of Conduct) 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, selling, or being under the influence of drugs or alcohol at school or school-related activities or in the community.

Section 4. Offenders of the Life of a Lancer Code of Conduct 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 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 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** 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 in person or via written statement/ digital recording. 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. Dismissed members must surrender any membership emblems to the adviser.
- d. The Faculty Council's decision may be appealed to the building principal.
- 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.



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ARTICLE XI: RATIFICATION, APPROVAL, and REVIEW.

Section 1: These bylaws will be **approved** upon receiving a 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.

ARTICLE XII: AMENDMENTS

These by-laws may be amended by a 2/3rds 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 Selection of Members and Dismissal/Discipline of Members, which are developed by the Faculty Council with the approval of the principal (selection and discipline).

Drafted	June 1984;
Revised	October 1986
Revised	May 1988
Revised	May 1989
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Revised	March 1997
Revised	September 2005
Revised	May 2007
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Revised and Approved on: October 26, 2016

Signatures