Membership Requirements

The requirements below serve as a guide. For the full requirements of this chapter, you must read and sign the bylaws. Membership in the International Academy of Macomb Chapter of the National Honor Society requires the following:

* Minimum GPA of 3.50;
* Perform four (4) hours of tutoring each semester;
* Perform four (4) hours of chapters service each semester;
* Perform four (4) hours of individual service each semester;
* Participate in at least one (1) chapter service project per year;
* Attend all chapter meetings (see bylaws for further exceptions and rules);
* Set a positive example for other students by demonstrating scholarship, character, leadership, and service;
* Membership dues ($10 due by the first meeting). These are used for the preparation of the Induction Ceremony, snacks for meetings, and implementation of service projects. Scholarships for dues are available upon request to Mrs. Cook.

Statement of understanding

I understand the following statements:

* My membership is a privilege and not a right. I understand that if I resign or am dismissed, I will never again be eligible for membership.
* My membership depends upon my demonstrating scholarship, character, leadership, and service. I understand that receiving any disciplinary action at school may result in a disciplinary hearing and my membership will be subject to review per the bylaws.
* I must pay my yearly dues. I understand that scholarships are available upon request to Mrs. Cook.
* As a senior, I may only wear National Honor Society emblems if I am in good standing with the chapter.
* I must maintain a cumulative grade point average of 3.50. I understand that if my cumulative grade point average falls below 3.50, I will be placed on academic probation per the bylaws.
* I must attend chapter meetings. If I am unable to attend a meeting, I must submit a written explanation and request twenty-four (24) hours before a meeting date. This request will be submitted to the chapter secretary. Emergencies are an exception.
* I will commit to four (4) hours of tutoring, four (4) hours of chapter service, and four (4) hours of individual service each semester. These hours may be part of my Creativity, Service, Action (CAS) hours; however, it is my responsibility to coordinate my CAS hours.
* I will commit to participate in at least one (1) chapter service project per school year.
* This is not a detailed description of my responsibilities. I understand that it is my responsibility to read and sign the International Academy of Macomb High School Chapter’s bylaws. I understand that these policies and responsibilities are subject to change with notice, and it is my responsibility to remain knowledgeable about the policies and requirements of this chapter by attending meetings.
* In addition to the chapter by-laws, this chapter is governed by the official NHS Constitution, which can be found on nhs.us.
* I understand that all information for this chapter is available at ibnhs.weebly.com.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_

INTERNATIONAL ACADEMY OF MACOMB NATIONAL HONOR SOCIETY BYLAWS

**ARTICLE I: NAME AND PURPOSE**

**Section 1:** The name of this chapter shall be the International Academy of Macomb Chapter of the National Honor Society.

**Section 2:** 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 the International Academy of Macomb.

**ARTICLE II: POWERS**

**Section 1:** This chapter operates under the direction of and in full compliance with the NHS National Constitution. See

www. nhs.us/constitutions.

**Section 2:** The chapter advisers are given the authority to supervise the administration of chapter activities, as delegated by the school principal.

**Section 3:** Final authority on all activities and decision of the chapter resides with the school principal.

**Section 4:** Nondiscrimination. 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, gender, and disability. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.

**ARTICLE III: MEMBERSHIP**

**Section 1:** Membership in this chapter is an honor bestowed upon deserving students. Selection for membership is by a Faculty Council and is based on outstanding scholarship, character, leadership, and service. Once selected, members have the responsibility to continue to demonstrate these qualities.

**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:** Candidates become members when inducted at a special ceremony.

**Section 4 (ELIGIBILITY):**

1. Candidates eligible for membership to this chapter must be members of the junior or senior class.
2. To be eligible for selection to membership in this chapter, the candidate must have been in attendance for a period of one semester at the International Academy of Macomb. These students are the only students who may come to the chapter advisers after one semester to apply to this chapter.
3. Candidates eligible for selection shall have a minimum cumulative GPA of 3.50. For juniors, this GPA is as of the end of the second semester of the sophomore year. For seniors, this GPA is as of the end of the second semester of the junior year. This scholastic level of achievement shall remain fixed, and shall be the required minimum level of scholastic achievement for admission to candidacy. All students who can rise in scholarship to or above each standard may be admitted to candidacy for selection to membership. Weighted GPA is not used for membership consideration.
4. Upon meeting the grade level and GPA standard requirements, candidates shall be considered based on their service, leadership, and character.

**Section 5:** An active member of the National Honor Society who transfers from this school will be given a letter indicating the status of his or her membership and signed by the chapter advisers. The student must request this letter but will not be denied.

**Section 6:** An NHS member who transfers from another school and brings a letter from the principal or chapter adviser to the International Academy of Macomb shall be accepted automatically as a member. Transfer members must meet the new chapter’s standards within one semester to retain membership.

**ARTICLE IV: SELECTION OF MEMBERS**

**Section 1:** The selection of members to this chapter shall be a majority vote of the Faculty Council consisting of five (5) faculty members appointed by the principal. Prior to any notifications of any candidates, the chapter advisers shall review with the principal the results of the Faculty Council’s deliberations.

**Section 2**:Prior to selection, the following shall occur:

1. Students’ academic records shall be reviewed to determine scholarship eligibility.
2. Students who are eligible scholastically (“candidates”) shall be notified and asked to complete and submit the Candidate Packet for further consideration for selection.
3. The Faculty Council shall evaluate candidates determined to be scholastically eligible. Members will be evaluated by a majority ballot vote based on the following criteria: scholarship, leadership, service, character. Scholarship is evaluated by grade point average. Leadership is evaluated by the information provided in the Candidate Packet. Service is evaluated by the information provided in the Candidate Packet. Character is evaluated on the essay. More detailed information can be found on ibnhs.weebly.com.

**Section 3:** The selection of members shall be held once a year during the first quarter of the school year.

**Section 4:** Candidates become members when inducted at a special ceremony.

**Section 5:** Once selected and inducted, all members are expected to maintain the standards by which they were selected and maintain all obligations of membership.

**ARTICLE V: OBLIGATIONS OF MEMBERS**

**Section 1:** Annual dues for this chapter shall be $10 per year. These are requested at the first meeting. Scholarships for dues are available upon request to Mrs. Cook.

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

**Section 3:** Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor cords (or other insignia) at graduation.

**Section 4:** The member obligations of scholarship including maintaining a 3.50 grade point average or higher.

**Section 5:** The member obligations of leadership, service, and character include the following: four (4) hours of tutoring per semester, four (4) hours of individual service each semester, four (4) hours of individual service each semester, participation in one formal chapter service activity. Members may use three service hours from summer projects for individual community service.

**ARTICLE VI: OFFICERS**

**Section 1:** The officers of the chapter shall be president, vice president, secretary, public-relations officer, historian, and treasurer.

**Section 2:** Student officers shall be elected in the spring for one school year. All returning, active, senior members are eligible to run for a position as an officer. All active members of the chapter are eligible to vote.

**Section 3:** A plurality shall be necessary to elect an officer of this chapter.

**Section 4:** It shall be the duty of the president to preside at the meetings for this chapter. The president is in charge of implementing and enforcing Robert’s Rules of Order.

**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 of meetings and handle attendance and absences.

**Section 7:** The treasurer shall keep the record of chapter expenses, dues, and all other financial transactions of the chapter.

**Section 8:** The public relations officer shall handle all correspondence including email and school announcements and publicize chapter activities.

**Section 9:** The historian will take and distribute photographs, descriptions of events, and articles. The historian will also work with the school and local media.

**Section 10:** Officers and the faculty adviser(s) shall collectively be known as the chapter’s Faculty 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. Any action by the Executive Committee is subject to the review of the chapter members.

**ARTICLE VII: MEETINGS**

**Section 1:** Meetings of this chapter shall be monthly. Special meetings can be called by the president with approval of the adviser(s).

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

**Section 3:** All chapter members are expected to attend all regularly scheduled chapter meetings.

**ARTICLE VIII: ACTIVITIES**

**Section 1:** The chapter shall determine one or more official chapter service projects per year.

**Section 2:** The members shall regularly participate in chapter activities.

**Section 3:** These 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 projects that reflect his or her particular talents and interests and as approved by the chapter adviser. This is in addition to the chapter projects to which all members contribute.

**Section 5:** The chapter shall publicize its projects in a positive manner.

**ARTICLE IX: DISCIPLINE AND DISMISSAL**

**Section 1:** Any member who falls below the standards of scholarship, leadership, character, or service may be considered for dismissal from the International Academy of Macomb Chapter of the National Honor Society. A member of the National Honor Society is expected to maintain his or her academic standing and take an active role in service and leadership to his or her school and community.

**Section 2:** If a member’s cumulative GPA falls below 3.50 at the end of first or second semester, he or she will be given a written warning and given one (1) quarter for improvement. At the end of the warning period, the cumulative GPA will be calculated as it would normally be at the end of a semester. If the cumulative GPA remains below standard at the end of the warning period, the student will be subject to dismissal from the chapter pending a hearing by the Faculty Council.

**Section 3:** If a member fails to perform any of the published obligations of membership, he or she will be given a written warning and a time period for improvement. If the obligation remains unmet at the end of the warning period, the student will be subject to dismissal from the chapter pending a hearing by the Faculty Council.

1. Failure to notify the chapter of an absence to a chapter meeting twenty-four (24) hours before the meeting shall be deemed an unexcused absence. Upon one (1) unexcused absence, the student shall receive a warning. Upon two (2) unexcused absences, the student will be subject to a meeting with the chapter adviser(s).
2. Failure to complete hours by providing the necessary forms by the due date will require disciplinary action. The student will receive a written warning and given one (1) week from the due date to complete the forms. If the student has not fulfilled his or her obligations by this time, the student will be subject to dismissal from the chapter pending a hearing by the Faculty Council.
3. Failure to complete the one (1) formal chapter service project per year will result in disciplinary action. The student will receive a written warning and given one (1) week from the due date to provide the chapter advisers with written documentation of a comparable service project. If the student has not fulfilled his or her obligations by this time, the student will be subject to dismissal from the chapter pending a hearing by the Faculty Council.

**Section 4:** Violations of the law or school regulations can result in dismissal of a member. There will be no written warning given for these violations. The student will be subject to dismissal from the chapter pending a hearing by the Faculty Council.

**Section 5:** Offenders of the school conduct code will receive written warning. If the member is involved in another violation of the school conduct code, the member will be subject to dismissal from the chapter pending a hearing by the Faculty Council.

**Section 6:** In all cases of pending dismissal:

A. The member will receive written notification indicating the reason for possible dismissal from the advisers except in the case of flagrant violation of school rules or the law. The member and adviser may discuss the written notification in a conference at the request of the member.

1. The member will be given the opportunity to respond to the charge against him or her at a hearing before the Faculty Council prior to the vote on dismissal. The Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member.
2. The results of the Faculty Council vote will be reviewed by the principal and then, if confirmed, expressed in a letter send to the student and parents. Dismissed members must surrender any membership emblems to the adviser.
3. The Faculty Council’s decision may be appealed to the building principal and afterwards through according to provisions of the school district discipline policies.
4. When a student is dismissed or resigns, he or she is no longer a member and may not be reconsidered by 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.

**Section 8:** Chapter officers, as representatives of the chapter, can be removed from their positions as a consequence of disciplinary action taken by the Faculty Council.

Chapter bylaws signature page

By signing this document, I acknowledge that I have read and understood the chapter bylaws.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_

MEDIA RELEASE

Recording of various school and classroom activities with interviews, photography, and video equipment is done throughout the year. This recording may be featured in school publications, local media, the Internet, or aired on cable access television. Please fill out the following information:

**MEDIA RELEASE ACCEPTANCE/DENIAL FORM**

 YES, I will allow my student to be photographed or videotaped. He/she is aware that as an IAM student there may be various recorded school activities during the school year.

 NO, I will not allow my child to be photographed or videotaped.

Student’s Name:

Grade Level:

Parent/Guardian Name (Print):

Parent/Guardian Signature:

Date:

RENEWAL FORM

Directions: Please complete all sections. Print all information and submit it by the published deadline.

Should you have any questions about this form, please contact Mrs. Cook at acook@cvs.k12.mi.us.

1. **Administration Information**

|  |  |
| --- | --- |
| Name |  |
| Grade |  |
| Student Email |  |

1. **Parent Contact Information**

Preferred method of contact (check one and fill in the blank):

* Parent phone number(s):

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* Parent email address(es):

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We request this contact information so that we can notify you if needed.