



### **Maine Arts Academy National Honor Society Bylaws:**

ARTICLE I: NAME AND PURPOSE Section 1. The name of this chapter shall be the Maine Arts Academy Chapter of the National Honor Society of Maine Arts Academy. 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 Maine Arts Academy.

ARTICLE II: MEMBERSHIP Section 1. Membership in this chapter shall be known as active and graduate. Active members become graduate members at graduation. Graduate members have no vote in chapter affairs. Section 2. 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 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, candidates must have been in attendance for a period of one semester at Maine Arts Academy c. Candidates eligible for election to this chapter shall have a minimum cumulative grade point average of 3.600 (4.000 scale). This scholastic level of achievement shall remain fixed and shall be the required minimum scholastic level of achievement for admission to candidacy. All students who can rise in scholarship to or above such standard may be admitted to candidacy for selection to membership. d. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be considered based on their service, leadership, and character.

ARTICLE III: SELECTION OF MEMBERS Section 1. The selection of members to this chapter shall be by a majority vote of the Faculty Council consisting 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. Prior to selection, the following shall occur: a. Students' academic records shall be reviewed to determine scholastic eligibility. b. Students who are eligible scholastically ("candidates") shall be notified and asked to complete and submit the Maine Arts Academy National Honor Society Student Information & Activity Form for further consideration for selection. c. The Faculty Council shall be requested to evaluate candidates determined to be scholastically eligible using the Maine Arts Academy National Honor Society Student Information & Activity Form submitted by the students in order to determine membership.

Section 3. The selection of new, active members shall be held once a year during the second semester of the school year. Bylaws: Maine Arts Academy of National Honor Society Page 2  
Section 4. Candidates become members when inducted at a special ceremony. 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/her membership and signed by the Principal [alt., adviser]. 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 IV: DISCIPLINE AND DISMISSAL Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from the Maine Arts Academy 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 in 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 (3.600), he/she will be given a written warning and a one semester time period for improvement. If the cumulative grade point average remains below standard at the end of the warning period, the student will be subject to further action by the Faculty Council which may include dismissal from the chapter. Section 3. Violation of the law or school regulations can result in dismissal of a member. These violations include, but are not limited to alcohol-related offenses; stealing; destruction of property; cheating; truancy; or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities. Dismissal will be based upon legal conviction or administrative investigation. Section 4. Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absence, excessive tardiness, etc.) will receive a written or verbal 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 dismissed. Section 5. In all cases of pending dismissal: a. The member will receive written notification indicating the reason for possible dismissal from the adviser/Faculty Council. The member and adviser will discuss the written notification in a conference. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written warning although a hearing must still be held (see below). b. The member will be given the opportunity to respond to the charge against him/her at a hearing before the Faculty Council prior to the 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 and/or in writing. The Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member. Bylaws: Maine Arts Academy Chapter of National Honor Society Page 3 c. The results of the Faculty Council vote will be reviewed by the principal. Then if confirmed, the results will be expressed in a letter sent to the student, parents, and principal. Dismissed members must surrender any membership emblems to the adviser. d. The Faculty Council's decision may be appealed to the building principal and afterwards through the school district discipline policy. e. When a student is dismissed or resigns, he/she is no longer a member and may never again be considered for membership in the National Honor

Society. Section 6. In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

ARTICLE V: OFFICERS Section 1. The officers of this chapter shall be president, vice president, secretary, treasurer, and student council representative. Section 2. Student officers shall be elected at the last meeting of each school year. All returning active members are eligible to run for a position as an officer. All active members of this chapter are eligible to vote. Section 3. The candidates who receive the most votes shall hold the offices established by this chapter. If the first vote yields a tie between candidates, a second vote will be held to determine the officer. Section 4. It shall be the duty of the president to preside at the meetings for this chapter. 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 be responsible for all official chapter correspondence. Section 7. The treasurer shall keep the record of chapter expenses, dues, and all other financial transactions of the chapter. Section 8. The student council representative shall be a liaison between the Maine Arts Academy Chapter of the National Honor Society and the Student Council, who represents the student body. Section 9. Should an officer position be vacated during the school year, the Maine Arts Academy Chapter of the National Honor Society shall fill the position first, with the individual getting the second most votes in the regular election; or second, with an interested individual who seeks the office and earns more votes than other interested candidates.

ARTICLE VI: EXECUTIVE COMMITTEE Section 1. The executive committee shall consist of the faculty adviser and the chapter officers. Bylaws: Maine Arts Academy Chapter of National Honor Society Page 4 Section 2. The executive committee shall 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 VII: MEETINGS Section 1. Meetings of this chapter shall be monthly. Additional meetings may be scheduled on an as needed basis. Section 2. All chapter members are expected to attend all regularly-scheduled chapter meetings. If members are not in attendance, they will be responsible for getting necessary information from the adviser.

ARTICLE VIII: ACTIVITIES Section 1. The chapter shall determine one or more service projects for each year. Section 2. All members shall contribute to these projects. 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 an individual service project which reflects his/her particular talents and interests and is 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: EMBLEM Section 1. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall have the privilege of wearing the emblem adopted by the National Honor Society. Section 2. Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter. Section 3.

Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor medals at graduation.

ARTICLE X: DUES Section 1. Annual dues for this chapter shall be \$3. Section 2. Dues will be payable to the chapter treasurer within two weeks of the start of a new school year. Bylaws: Maine Arts Academy Chapter of National Honor Society.

ARTICLE XI: POWERS Section 1. The chapter adviser is given the authority to supervise the administration of chapter activities as delegated by the school principal. Section 2. The principal shall reserve the right to approve all activities and decisions of the chapter. Section 3. These bylaws are designed to amplify provisions of the National Constitution and cannot contradict any components thereof. The chapter is obligated to adhere to the provisions of the National Constitution in all activities it undertakes.

ARTICLE XII: AMENDMENTS Section 1. These bylaws may be amended by a 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 III and IV (selection and discipline), which are developed by the Faculty Council with the approval of the principal. Section 2. Bylaws and amendments must be consistent with the Constitution of the National Honor Society.

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