



**The Academy of Technology, Engineering, Mathematics, and Science Chapter of
The National Honor Society of Secondary Schools**

Bylaws

Article I: Name

The name of this chapter shall be the A.T.E.M.S. Chapter of the National Honor Society of ATEMS 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 at ATEMS High School.

Article III: Powers

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

Section 2. The chapter advisor 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.

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, sex (gender), and disability.

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 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. Honorary members are selected at the discretion of the Faculty Council. 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 ATEMS High School.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative average of 92.

- 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 advisor shall be the sixth, non-voting, exofficio member of the Faculty Council.

Section 2. The selection of active members shall be held in the first semester for eligible sophomores, juniors, and seniors.

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

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. All students who are eligible scholastically shall be notified and asked to complete and submit the Candidate's Form for further consideration.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official character evaluation form provided by the chapter adviser.
- d. The Faculty Council shall review the Candidate Forms, faculty character evaluations, and service hours to determine those who fully meet the selection criteria for membership. Any disciplinary referrals for academically eligible students will be reviewed by the faculty council and will be considered when determining the selection of eligible members. Disciplinary referrals from the current school year are eligible for consideration during selection. In addition, disciplinary referrals from the prior school year that resulted in out of school suspension or expulsion or placement in an alternative setting such as In-School Suspension or the Reassignment Center may also be considered.
- e. Candidates become members when inducted at a special ceremony.

Section 4. 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 5. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership on 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 \$20. Dues will be payable to the chapter within 30 days of induction.

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. Any member who withdraws, resigns, or is dismissed from the chapter shall relinquish the privilege of wearing the emblem to the chapter.

Section 4. Chapter members who are seniors in good standing shall be granted the privilege of wearing the honor stole at graduation. Chapter members who are in good standing and have served as an officer shall be granted the privilege of wearing the honor cords at graduation.

Section 5. All members will participate in at least one Activity Committee for each year as a member.

Section 6. All members must follow meeting and service activity guidelines.

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 meetings and be responsible for all official correspondence.
- Section 7. The treasurer shall keep the record of business expenses, dues, and all other financial transactions of the chapter.
- Section 8. Officers and the faculty adviser(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. Any action by the executive committee is subject to the review of the chapter members.

Article VIII: Meetings

- Section 1. Regular meetings of this chapter shall be at minimum once a month. 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: Service 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. All members must complete the 10 service hours required by ATEMS for each year in National Honor Society.
- 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 or 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 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, leadership, character, or service may be considered for probation or dismissal from the ATEMS High School chapter of the National Honor Society. Any infraction of AISD's Code of Conduct as well as the standards outlined below may result in a disciplinary referral.
- Section 2. If a member's cumulative grade point average falls below the standard in effect when he/she was selected, 92 average, he/she will be given a written warning and one semester grading 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 disciplinary action by the Faculty Council that can include consideration of dismissal from the chapter.

Section 3. Any student incurring a discipline referral will be placed on probation and will notified of this placement in written form. In the case of flagrant violation of school rules or the law, a member does not have to be given probationary status prior to a Faculty Council review that may result in immediate dismissal.

Section 4. NHS officers, as leaders, are held to a higher standard of conduct. To remain an officer, students must continually maintain the 92 GPA minimum and have no discipline infractions. Probation in either of these areas will result in the student's removal from leadership although they will still be members of NHS, provided they abide by the overall guidelines.

Section 5. Upon incurring a second disciplinary referral or in case of a flagrant violation, the student will be considered for permanent dismissal from the organization 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 will be given the opportunity 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 a 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 parents. 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 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: Character Standards for Members and Eligible Inductees

Standards for Student Conduct

Each student is expected to:

- Demonstrate courtesy, even when others do not.
- Behave in a responsible manner, always exercising self-discipline.
- Attend all classes, regularly and on time.
- Prepare for each class; take appropriate materials and assignments to class.
- Meet district and campus standards of grooming and dress.
- Obey all campus and classroom rules.
- Respect the rights and privileges of students, teachers, and other district staff and volunteers.
- Respect the property of others, including district property and facilities.
- Cooperate with and assist the school staff in maintaining safety, order, and discipline.
- Adhere to the requirements of the Student Code of Conduct.
- Maintain academic honesty in all courses

General Conduct Violations

The categories of conduct below are prohibited at school and all school-related activities, but the list does not include the most severe offenses. In the subsequent sections on Out-of-School Suspension, DAEP Placement, Placement and/or Expulsion for Certain Offenses, and Expulsion, certain offenses that require or permit specific consequences are listed. Any offense, however, may be severe enough to result in Removal from the Regular Educational Setting as detailed in that section.

Disregard for Authority

Students shall not:

- Fail to comply with directives given by school personnel (insubordination).
- Leave school grounds or school-sponsored events without permission.
- Disobey rules for conduct on district vehicles.
- Refuse to accept discipline management techniques assigned by a teacher or principal.

Mistreatment of Others

Students shall not:

- Use profanity or vulgar language or make obscene gestures.
- Fight or scuffle. (For assault see DAEP Placement and Expulsion.)
- Threaten a district student, employee, or volunteer, including off school property, if the conduct causes a substantial disruption to the educational environment.
- Engage in bullying, harassment, or making hit lists. (See glossary for all three terms.)
- Engage in conduct that constitutes sexual or gender-based harassment or sexual abuse, whether by word, gesture, or any other conduct, directed toward another person, including a district student, employee, or volunteer.
- Engage in conduct that constitutes dating violence. (See glossary.)
- Engage in inappropriate or indecent exposure of private body parts.
- Participate in hazing. (See glossary.)
- Cause an individual to act through the use of or threat of force (coercion).
- Commit extortion or blackmail (obtaining money or an object of value from an unwilling person).
- Engage in inappropriate verbal, physical, or sexual conduct directed toward another person, including a district student, employee, or volunteer.
- Record the voice or image of another without the prior consent of the individuals being recorded or in any way that disrupts the educational environment or invades the privacy of others.

Property Offenses

Students shall not:

- Damage or vandalize property owned by others. (For felony criminal mischief, see DAEP Placement or Expulsion.)
- Deface or damage school property—including textbooks, lockers, furniture, and other equipment—with graffiti or by other means.
- Steal from students, staff, or the school.
- Commit or assist in a robbery or theft even if it does not constitute a felony according to the Texas Penal Code. (For felony robbery, aggravated robbery, and theft see DAEP Placement and Expulsion.)

Possession of Prohibited Items

Students shall not possess or use:

- Fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device;
- A razor, box cutter, chain; or any other object used in a way that threatens or inflicts bodily injury to another person;

- A “look-alike” weapon;
- An air gun or BB gun;
- Ammunition;
- A stun gun;
- A pocketknife or any other small knife;
- Mace or pepper spray;
- Pornographic material;
- Tobacco products;
- Matches or a lighter;
- A laser pointer for other than an approved use; or
- Any articles not generally considered to be weapons, including school supplies, when the principal or designee determines that a danger exists. (For weapons and firearms see DAEP Placement and Expulsion.)

School District Disciplinary Authority and Jurisdiction

School rules and the authority of the district to administer discipline apply whenever the interest of the district is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities.

The district has disciplinary authority over a student:

1. During the regular school day and while the student is going to and from school or a school sponsored or school-related activity on district transportation;
2. During lunch periods in which a student is allowed to leave campus;
3. While the student is in attendance at any school-related activity, regardless of time or location;
4. For any school-related misconduct, regardless of time or location;
5. When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location;
6. When criminal mischief is committed on or off school property or at a school-related event;
7. For certain offenses committed within 300 feet of school property as measured from any point on the school’s real property boundary line;
8. For certain offenses committed while on school property or while attending a school sponsored or school-related activity of another district in Texas;
9. When the student commits a felony, as provided by Education Code 37.006 or 37.0081; and
10. When the student is required to register as a sex offender.

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 bylaws may be amended by a two-thirds 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 (selection and discipline).

Approved on September 4, 2019

Jeff Howle, Principal

Allison Stanley, Adviser

