SCHS National Honor Society Handbook 2015-2016
Table of Contents

Maintaining Active Membership 3
Carroll County NHS Membership Information 3 - 4
South Carroll High School NHS Membership Information 4
Graduation Stoles 4 - 5
NHS Absences 6
NHS Infractions and Punitive Actions 6
SCHS NHS Expectations and Requirements 7
Dates for 2015-2016 8
SCHS NHS Agreement Contract 9
Maintaining Active Membership (From the NHS Constitution)

1. In general, the standards for scholarship, leadership, service, and character required for eligibility and selection must be maintained in order for students to remain active members. According to the official National Honor Society Handbook, the advisor will periodically review the standing of members for compliance with Society standards. However, a member is never automatically dismissed for failing to maintain standards. “A hearing must be conducted by the Faculty Council to dismiss a member,” unless the student elects to resign from the society. A resignation must be submitted in writing to the NHS advisor.

2. Members who fall below the standards that were the basis for their selection shall be promptly warned in writing by the chapter advisor and given a reasonable amount of time to correct the deficiency, except that in the case of flagrant violation of school rules or the law, a member does not necessarily have to be warned prior to dismissal.

3. For infractions or offenses of a minor nature, the advisor will inform the student in writing, and when possible, in a conference about the nature of the violation providing the student with a reasonable time period for improvement. Should the faculty council determine that an individual has exceeded a reasonable number of warnings a Faculty Council pre-dismissal hearing will be held.

4. In the event that a Faculty Council pre-dismissal hearing must be convened, the hearing and any consequent dismissal appeal will be conducted in strict accordance with the procedures outlined by the National Honor Society Handbook. “Furthermore, a student who is dismissed or resigns may never again become a member of the National Honor Society.”

Carroll County Public Schools’ NHS Membership Information

Computation of Grades for Eligibility

Each member is required to maintain a 3.75-weighted GPA. A member whose GPA falls below this level will be warned and given a period of one semester probation to raise his GPA to the minimum level. Each member’s GPA will be checked twice a year (semester and end-of-year grades.) At semester time, the GPA for the semester will be reviewed. If the semester GPA falls below a 3.75-weighted GPA, the student’s cumulative GPA will be calculated using all credits earned and any grades that are for year-long courses as if they were final grades.

The Role of the Principal

- The principal will inform the faculty advisor when an NHS member has been disciplined for a significant violation of school rules.
The principal will hear appeals and support notification of parents.

School Rule Violations and Punitive Actions

- All suspensions: either recommendation for probation or dismissal
- Suspension of 5 days or more: recommendation for dismissal
- Eligibility violations resulting in a 45-day or greater period of ineligibility: recommendation for dismissal
- Cheating: recommendation for probation or dismissal
- Tobacco/Electronic Cigarettes: recommendation for probation (1st) or dismissal (2nd)
- Other violations: as recommended by principal

Voluntary withdrawal of NHS membership

In the event that an NHS member finds that he or she is unable to successfully fulfill NHS responsibilities and/or obligations for whatever reason, or if a member is dissatisfied with the organization in some capacity, an NHS member may voluntarily withdraw his or her membership simply by writing and submitting a letter to that effect. Once a member resigns or loses NHS membership, he or she will never again be eligible for membership or its benefits.

South Carroll High School’s NHS Membership Information

- Fulfill all obligations as determined by the national and Carroll County guidelines
- Attend all NHS Quarterly Meetings.
- Participate in Mandatory Service Projects
- Attend NHS Induction Ceremony or participate in induction in an approved way
- Submit Reflection Form at the end of the school year
- Pay annual $10.00 dues by September 30, 2015. Dues will increase by $1.00 per month to a $15.00 maximum. Dues must be placed in an envelope and deposited in the lock-box outside of Mrs. Tiffany’s office (F126). Dues can also be turned in at meetings. Cash or checks payable to SCHS will be accepted.

Graduation Honor Stole

To wear the NHS stole at graduation, SCHS members must

- Maintain the minimum 3.75 weighted, cumulative GPA through the end of the 4th marking period of their senior year
- Fulfill all SCHS NHS member obligations
- End your senior year with no infractions or probations, academic or disciplinary
- Perform the minimum service activities and tutoring sessions for the school year.
- Meet attendance responsibilities as determined by the advisors
- Embody the tenets of leadership, service, and character

Leadership includes the following more specific characteristics:

- Is resourceful in proposing new problems, applying principles, and making suggestions
- Demonstrates initiative and responsibility in promoting school activities
- Exercises positive influence on peers in upholding school ideals
o Contributions ideas that improve the civic life of the school
o Is able to delegate authority
o Exemplifies positive attitudes
o Inspires positive behavior in others
o Demonstrates academic initiative
o Successfully holds school offices or positions of responsibility; conducts business effectively and efficiently; demonstrates reliability and dependability
o Is a leader in the classroom, at work, and in other school or community activities
o Is thoroughly dependable in any responsibility accepted
o Is willing to uphold scholarship and maintain a loyal school attitude.

Service includes the following more specific characteristics:
- Volunteers and provides dependable and well organized assistance, is gladly available, and is willing to sacrifice to offer assistance.
- Works well with others and is willing to take on difficult or inconspicuous responsibilities.
- Cheerfully and enthusiastically renders any requested service to the school.
- Is willing to represent the class or school in inter-class and inter-scholastic competitions.
- Does committee and staff work without complaint.
- Participates in some activity outside of school, for example, Girl Scouts, Boy Scouts, church groups, volunteer services for the elderly, poor or disadvantaged.
- Mentors persons in the community or students at other schools.
- Shows courtesy by assisting visitors, teachers, and students.

Character includes the following more specific characteristics:
- Takes criticism willingly and accepts recommendations graciously.
- Consistently exemplifies desirable qualities of behavior (cheerfulness, friendliness, poise, stability).
- Upholds principles of morality and ethics.
- Cooperates by complying with school regulations concerning property, programs, office, halls, etc.
- Demonstrates the highest standards of honesty and reliability.
- Regularly shows courtesy, concern, and respect for others.
- Observes instructions and rules, is punctual and faithful, both inside and outside the classroom.
- Has powers of concentration, self-discipline, and sustained attention as shown by perseverance and application to studies.
- Manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others.
- Actively helps rid the school of bad influences or environment.

Wearing the NHS stole at graduation activities is a privilege granted by the local NHS chapters to deserving NHS senior members. Again, this is a privilege earned by each member and not a guaranteed recognition by the national organization simply for being an NHS member.
Absences from NHS meetings and/or functions

Scheduling conflicts: Since NHS meetings and function dates are posted well in advance, absences from NHS activities should be virtually non-existent. In the event that a conflict does arise, NHS members must come to the NHS advisors in advance with a written note that identifies the conflict and a parent’s/coach’s/supervisor’s signature attesting to the validity of the absence. Failure to produce a valid, justifiable reason for missing an NHS meeting or function may result in an infraction.

Illness: In the event of personal illness, any NHS member who misses an NHS meeting or function must provide the NHS advisors with a note from a parent or guardian attesting to the nature of the absence. Failure to produce acceptable documentation in a timely fashion may result in an NHS infraction.

Absence through negligence: Each absence from required NHS meetings or function’s resulting from an NHS member’s oversight or carelessness will be considered a membership infraction. Again, two infractions can result in a member’s inability to wear the graduation stole.

It is the responsibility of the NHS member to see Mr. Joseph for the agenda and any other information and responsibilities missed because of absence from a meeting.

SCHS NHS Violations and Punitive Actions

The following penalties apply to attendance infractions, failures to follow through with responsibilities or obligations, and/or missed deadlines pertaining to South Carroll High School NHS matters. Infractions accumulate throughout the school year.

- First Infraction
  Written warning from advisors and letter home reminding parents and student of possible repercussions

- Second Infraction
  Written warning from advisors and letter home reminding parents of possible repercussions
  Student placed on probation. Parent meeting requested

- Third infraction
  Recommendation for dismissal from NHS
NHS Member Expectations and Requirements:

Event Requirements:

Students are required to complete 4 events per year to remain active members in addition to Mandatory Events. Failure to meet service obligations will result in a probationary period followed by recommendation for dismissal. Involvement will count towards the privilege of wearing the graduation stole.

All Events will be posted and updated on the Sign Up Genius Website. Students are expected to bookmark the website and use it to sign up for all events. Please be aware that Events may be added and/or updated as necessary. Please plan accordingly to be sure you are able to complete your required 4 yearly events.

Tutoring:
Members may elect to sign up to tutor a student as an “Event”. Members must check Sign Up Genius for available students that need assistance. Members may select a student based on their course and/or teacher. NHS Members will then complete the tutoring form prior to their first session with the student. NHS Members must complete 8 sessions with one student to count “tutoring” as a credit. Please note, tutoring is no longer mandatory. However, we hope the experience this year will be a little more meaningful for everyone involved.

Meeting Dates:

- Dates: September 24, 2015
- November 19, 2015
- March 17, 2016
- April 21, 2016
- Time: 6:45 am – 7:20 am
- Place: Auditorium

Mandatory Events: More information will be announced for all Mandatory Events.

- Military Appreciation Night: November 9, 2015
- Induction Ceremony: May 18, 2016
- Walk for Water: May 21, 2016

Failure to participate in Mandatory Activities will result in an immediate probationary period.

Forms:

Reflection Form: A single reflection form must be turned in at the end of the year documenting each member’s service activities. Reflection Forms will help clear any discrepancies in record keeping.

Tutoring Form: If member elects to tutor as an EVENT, a tutoring form must be completed.

Dues: Dues can be turned in using the Lock Box outside of F126 in an envelope with your name and date clearly marked. Receipts will be available for pickup at the end of the week.

Communication:

Email, Remind.com, and SignUpGenius.com will be our primary forms of communication for the majority of the year. Members are expected to check their email consistently and use the online services to sign up for events.
Events for 2015-2016 School Year:

* = multiple dates for this event

Teacher Help
New Student Orientation
* Lorien Bingo Night
Map Painting
Trunk or Treat
**Military Appreciation Night (Mandatory)**
Bark and Howl Dog Park Halloween Night
Pancake Fundraiser
Easter Egg Hunt
* Stuff Easter Eggs
* Parent Teacher Conference
Community Awards Night
Graduation
**NHS Induction (Mandatory)**
Walk for Water (Mandatory)

Specific Dates and Times will be updated on SignUpGenius.com
SCHS National Honor Society Agreement Contract

We have thoroughly read the rules and obligations for membership in the South Carroll National Honor Society. We fully understand these terms and agree to them.

____________________________________________
Print Name

____________________________________________
Student’s signature                      Date

____________________________________________
Student’s email address

____________________________________________
Parent’s signature                      Date

Please sign and return this form to Mrs. Tiffany or Mr. Joseph on or before the September 24th meeting.