

By-Laws of the Theta Nu Chapter of

ETA SIGMA ALPHA National Home School Honor Society

Article I - Preface

The chartered name of this organization shall be Theta Nu, a chapter of the Eta Sigma Alpha National Home School Honor Society. It shall be referred to locally as Johnston County Home Educators of NC National Honor Society (JCHE-NHS).

Article II - Mission Statement

The JCHE National Honor Society welcomes students who have demonstrated high academic performance. The Society's objectives are to foster Christian character and integrity in its members by nurturing a continued enthusiasm for scholarship, encouraging and promoting leadership skills and having them contribute valuable service to the community, thereby allowing each member to use his or her individual skills and talents to the glory of God.

Article III - Membership

3.1 Eligibility

- A. New membership is open to all home schooled students in the 9th through 12th grades who are home schooled for at least 51% of the time as defined by HSLDA.
- B. Students must provide one of the following composite/total battery minimum test scores from the most recent testing period. This score must not be over one year old.
 - A test score of 88 on the CLT or
 - A test score of 91 on the CLT 10 or
 - A score of 1200 on the SAT or
 - A score of 1200 on the PSAT or
 - A score of 1170 on the PSAT 10 or
 - A score of 1090 on the PSAT 8/9 for a 9th grade student or
 - A score of 1020 on the PSAT 8/9 for an 8th grade student or
 - A score of 26 on the ACT or
 - A score of 26 on the Pre-ACT 10 or
 - A 90% composite score on the Iowa or 90% on the total battery (the score listed under the National PR-S column) on the Stanford or
 - A 90% total score (listed under the NPR column) on the Terra Nova 2 (CAT 6) 2nd Edition
- C. Returning members are not required to provide test results during the subsequent years following their acceptance into the JCHE-NHS. However, members shall keep a 3.25 GPA and are required to submit a transcript at the beginning of each new school year after their induction year into the JCHE-NHS in order to keep their membership status.

3.2 Application process

- Students may apply as early as summer for their upcoming 9th grade year.
- Applications for membership will be accepted on or before September 15th online via the JCHE website (High School/National Honor Society/Application).
- A \$20 membership fee is due (to cover administrative costs) to be paid at the time of submission of the application and test scores via the JCHE website calendar signup or by check. Please make the check payable to JCHE and make a note in the memo – NHS or Honor Society.

3.3 Participation

- A. **Induction:** All student applications will be reviewed prior to induction. The JCHE-NHS advisors will notify all new students of their status of acceptance/non-acceptance based on their test scores. All those accepted into the society will be required to attend the induction ceremony and following the induction ceremony, will officially become a member of the JCHE-NHS.
- Members who cannot attend the induction, due to extenuating circumstances, must make alternate arrangements with the advisors prior to the induction.
- B. **Attendance:** Members must attend a minimum of two-thirds of all meetings in order to be eligible to remain a member. This includes service projects and social events as well as regularly scheduled meetings.
- C. **Community Service:**
- Members must participate in two JCHE-NHS service projects annually. The JCHE-NHS service projects will be group projects – one in the Fall and one in the Spring and attendance will be mandatory.
 - In addition to the group service projects, members must perform no less than ten (10) hours of community or ministry service during the school year, to be reported on or before May 15 of each year. Each member must submit a written description of the service activity(ies) they performed, noting the number of hours for each, which should be signed by the member and a parent or project leader. This must be provided to a JCHE-NHS advisor on or before May 15.

D. Active membership

An active member is defined as anyone who has met the membership requirements, has been inducted and paid their dues for the current year.

Article IV – Executive Officers

The Theta Nu Chapter will be governed by a council of students elected to the following positions and duties for a one-year term, with the option of being re-elected for a second term. Terms for each position shall be limited to two consecutive terms. Year-end records and information will be given to the newly-elected officers after each term.

4.1 Officer Positions and Duties

The offices shall consist of President, Vice President, Secretary, Treasurer, and Historian.

A. President

Additional Qualifications: Must be a rising junior or senior.

- The President shall prepare an agenda in advance, and conduct and preside over all member breakout meetings.
- The President shall supervise the execution of programs and events planned by JCHE-NHS.
- The President may appoint the named appointed offices and or committees at the request of officers or of the membership.
- The President may call unscheduled meetings for council (which includes co-sponsors and officers, including appointed officers).

B. Vice-President

Additional Qualifications: Must be a rising junior or senior.

- The Vice-President shall assist the President in the discharge of his/her duties.
- The Vice President shall preside at all breakout meetings in the absence of the President or upon his/her request.
- The Vice-President shall preside in the place of any absent officer.
- The Vice-President shall serve as communication coordinator, and shall be responsible for communicating with the membership information regarding the schedules of activities and events. This should be accomplished mainly through a website forum discussion section, a Facebook group, or telephone.

C. Secretary

- The Secretary shall take minutes at each breakout meeting.
- The Secretary shall keep records or attendance at all JCHE-NHS functions.
- The Secretary shall keep the calendar updated on the JCHE website.

D. Treasurer

- The Treasurer shall work with the Co-Sponsors to maintain a record of all dues.
- The fiscal year shall run from August 1, 2018 to July 31, 2019.
- All receipts and disbursements will be administered by the Co-Sponsor and or Treasurer.
- The Treasurer shall keep the monetary records which will be given to the Co-Sponsor at the last meeting of the year.

E. Historian

- The Historian shall be responsible for keeping records of the activities of the JCHE-NHS.
- Possible record keeping shall include but not be limited to photographs, scrapbooks, blogging, and written articles from any source.
- The Historian shall be responsible for writing a short article for the newspaper the happenings of JCHE-NHS when appropriate as decided upon by the council.

4.2 - Appointed (not elected) Offices

The President may appoint members to positions for a one-year term. The appointed positions available are Service Project Chair, Social Chair, and Photographer. The appointed officers will be required to attend the JCHE-NHS council meetings as requested by the President.

Service Project Chair

- The Service Chair shall research and present the choices for service projects for the following year.
- The Service Chair shall facilitate the planning and execution of all service projects with the assistance of JCHE-NHS membership.
- The Service Chair shall be responsible for placing a short write-up on the JCHE website forum and communicating through the JCHE website forum NHS section about all upcoming JCHE-NHS service projects.

Social Chair

- The Social Chair shall plan the Induction Ceremony, any social events and the final meeting including, but not limited to the location, speaker or activity, date, location, time, refreshments and invitations.
- The Social Chair shall facilitate the planning and execution of all social events with the assistance of JCHE-NHS membership and Co-Sponsors.
- The Service Chair shall be responsible for placing a short write-up in the Facebook group for Johnston County Home Educators and communicating through the website about all upcoming JCHE-NHS social events.

Photographer

- Take pictures at all JCHE-NHS events for scrapbook and any promotional material and download for the Historian.
- Coordinate with the Historian on events, pictures to be taken and creation of scrapbooks, promotional material and Yearbook.

4.3 - Election Process for Elected Officers

- Nomination for elected officers will be held during the Induction Ceremony each year. Elections will be held every fall following the Induction ceremony.
- All candidates must meet the membership requirements (minimum test scores for initial year 2018-2019, 3.25 GPA for subsequent years to run for office.
- New officers will be elected by the membership with a simple majority, votes being counted by the Co-Sponsors.
- Elections will be held by secret ballot and Co-Sponsors will tally the votes. The majority will win that office.
- Vice-President shall be the runner up in the Presidential election.
- If a tie occurs for any position, each candidate running for the position will make a short 2-4 minute speech about why he or she should be elected for the position and another vote will be taken.
- If a candidate violates proper voting procedure (e.g. by casting more votes than the one to which he is entitled), the candidate shall forfeit any position to which he may have been elected and withdraw from running for any other elected office that year. If a member who is not a candidate violates proper voting procedure, he shall not be permitted to receive an appointed position that year.
- The newly elected officers will assume responsibility for their office upon their election.
- After the initial year of JCHE-NHS, only members who have been members of JCHE-NHS prior to that year may be elected President. The positions of President and Vice-President must be occupied by a rising junior or senior. If there is not a junior or senior available for nomination, the next eldest grade level shall be eligible.

Article V - By-laws

- These by-laws may be amended at any regular or special meeting, provided amendments have been submitted in writing at the previous regular meeting, or a notice of the proposed amendments has been given in writing to all members not less than one week in advance.
- Adoption of the amendments shall require a quorum of fifty percent, and a two-thirds affirmative vote by the majority of members present.

Article VI - Suspension of By-laws

- Suspension of any part of these by-laws shall require a quorum of fifty percent, and a two-thirds affirmative majority.

Article VII - Points Not Covered

In all points of order not covered by these by-laws, Robert's Rules of Order shall act as a guide.

Adopted _____, 2018
for use in 2018-2019 school year