

Constitution
Of The Alpha Chapter Of
The Bolles School National Honor Society

Article I Name and Purpose

- Section 1. The name of this organization shall be The Bolles School Alpha Chapter of the National Honor Society.
- Section 2. The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of The Bolles School.
- Section 3. The Bolles School Alpha Chapter of the National Honor Society shall be under the sponsorship and supervision of the National Association of Secondary School Principals.

Article II President of The Bolles School

- Section 1. The president shall reserve the right to approve all activities and decisions of the chapter.
- Section 2. The president shall annually appoint a member of the faculty as chapter adviser, who may serve consecutive terms.
- Section 3. The president shall annually appoint a Faculty Council composed of five members plus one alternate of the school's faculty who may serve consecutive terms. The appointments shall be made based on application of faculty members in the spring prior to the academic year the members will serve on the Council.
- Section 4. The president shall receive appeals in cases of non-selection of candidates, and the disciplining or dismissal of members. The Advisory Committee and the Faculty Council are not at liberty to discuss the proceedings of the selection process. The proceedings are confidential and all inquiries shall be directed to the President.

Article III Chapter Adviser

- Section 1. The chapter adviser shall be responsible for the direct, day-to-day supervision of the chapter and act as liaison between faculty, administration, students, and community.
- Section 2. The chapter adviser shall maintain files on membership, chapter history, activities, and financial transactions. The chapter adviser shall send the annual report to the national office.
- Section 3. The chapter adviser shall regularly review each member for compliance with Society standards and obligations.
- Section 4. The chapter adviser shall help the chapter officers understand and carry out their duties.
- Section 5. The chapter adviser shall be an ex-officio, non-voting, sixth member of the Faculty Council.
- Section 6. The chapter adviser shall be a member of the faculty, appointed annually by the president, and may serve consecutive terms.

Article IV Faculty Council

- Section 1. The Faculty Council shall consist of five voting faculty members appointed annually be the president. The chapter adviser shall be an ex-officio, non-voting, sixth member of the Faculty Council. No administrator receiving appeals in cases of non-selection of candidates, and the disciplining or dismissal of members may be included on the Faculty Council.
- Section 2. The term of the Faculty Council shall be one year. Members may be appointed to consecutive terms.
- Section 3. The Faculty Council shall meet at least once a year to review the procedures of the chapter, select members and to consider non-selection, dismissal, other disciplinary actions, and warning cases.
- Section 4. The Faculty Council will develop and revise, when necessary, all chapter procedures for selection, disciplining, and dismissal of members, all of which must remain in compliance with the national guidelines.

Article V Membership

- Section 1. Membership in The Bolles School Alpha Chapter of the National Honor Society is an honor bestowed upon a student. 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 shall be known as active, honorary, and graduate. Active members shall become graduate members at graduation. Graduate members shall have no voice or vote in chapter affairs.
- Section 3. The Faculty Council shall reserve the right to award honorary membership to school officials, principals, teachers, NHS advisors, adults, students with disabilities, or foreign exchange students in recognition of achievement and/or outstanding service rendered to the school in keeping with the purposes of the National Honor Society. Honorary members shall have no voice or vote in chapter affairs.
- Section 4. Candidates become members when inducted at the induction ceremony.
- Section 5. Members who are seniors in good standing are eligible to be nominated by their chapters to compete in the National Honor Society Scholarship Program.

- Section 6. A National Honor Society member who is inducted prior to their enrollment at Bolles, transfers to The Bolles School, and brings a letter of recommendation from the former school head or chapter adviser to The Bolles School adviser shall be accepted automatically as a member in The Bolles School Alpha Chapter of the National Honor Society. Transfer members must meet the new chapter's standards within one semester in order to retain membership.
- Section 7. Members who resign or are dismissed are never again eligible for membership or its benefits.

Article VI Selection of Members

- Section 1. Selection to National Honor Society is a privilege, not a right. Students do not apply for membership in the National Honor Society. Membership is granted through Faculty Council selection. This is not an election, nor is membership automatically conveyed based only on a specific level of academic achievement. National Honor Society is more than an honor roll and emphasizes all four components of the selection process (scholarship, character, leadership, and service) in the selection process. This honor, recognized throughout the nation, is both the public recognition of accomplishment and the private commitment to continued excellence on the part of the new member. To be eligible for membership the candidate must be a member of the junior or senior class. Candidates must have been in attendance at the school the equivalent of one semester. Many students, including students of military parents, are required to move with parents or guardians who have transferred in their work. In these cases The Faculty Council may waive the semester regulation based on the recommendation from the previous school head.
- Section 2. Candidates must have a cumulative scholastic average of at least B, or 3.0 on a 4.0 scale, and be in the top three deciles of their class. Candidates shall then be evaluated on the basis of service, leadership, and character.
- Section 3. The selection of each member to the chapter shall be by a majority vote of the Faculty Council.
- Section 4. A description of the selection procedure shall be published in an official publication that is widely available in a timely fashion to all students and parents of the school.
- Section 5. As the first step in the selection process, students' academic records are reviewed to determine those persons who are scholastically eligible for membership.

Section 6. Students who are eligible scholastically are further reviewed based upon information provided to the Faculty Council by an Advisory Committee composed of class advisors, the Dean of Students, the faculty sponsor of the Honor Court, the Student Activities Director, and faculty input from representatives of each academic department of the school (English, Foreign Language, Mathematics, Science, Social Studies, and the Fine and Performing Arts). Following a meeting with the Advisory Committee the five appointed members of the Faculty Council will in a confidential vote determine the selection of members into The Alpha Chapter of The Bolles School National Honor Society. The Faculty Council will report the results of the vote to the Advisory Committee prior to the tapping and induction ceremony. At this time recommendations for reconsiderations may be made by members of the Advisory Committee.

The leadership criterion is considered highly important for membership selection. The student who exercises leadership:

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

In considering service, the contributions the candidate has made to school, classmates, and community, as well as the student's attitude toward service is reviewed.

The student who serves:

- 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 requested service to the school
- Is willing to represent the class or school in inter-class and inter-scholastic competition
- Does committee and staff work without complaint
- Participates in volunteer service activity outside of school
- Shows courtesy by assisting visitors, teachers, and students.

The Faculty Council considers the positive as well as the negative aspects of character. A person of character demonstrates the following six qualities: respect, responsibility, trustworthiness, fairness, caring, and citizenship.

The student of character:

- 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, 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 the Bolles Honor Code
- Reflects the values reflected in The Bolles School Values Statement:
 - To respect the property and opinions of others
 - To take responsibility for our actions
 - To strive to work hard in the quest for physical and mental excellence
 - To be concerned for the good of others, especially those less fortunate than ourselves
 - To take pride in our community and consider civic responsibility a virtue.

- Section 7. Upon completion of the selection process, students are tapped into The Bolles School Alpha Chapter of the National Honor Society during a school convocation assembly.
- Section 8. Families or guardians of the inductees are informed in writing about the selection and the timing of the evening induction ceremony. The evening induction ceremony will be held within two weeks of the convocation tapping ceremony.
- Section 9. Students considered by the Faculty Council who are not selected for induction into The Bolles School Alpha Chapter of the National Honor Society are informed individually about their non-selection by their advisor.

Article VII Dismissal

- Section 1. Members who fall below the standards which were the basis for their selection shall be promptly warned in writing by the chapter adviser and given a time period of one interim grading period to correct the deficiency. Based on any conduct deemed unbecoming a member of The Bolles School National Honor Society, a member may without warning be dismissed at the sole discretion of the President of The Bolles School.
- Section 2. In all cases of impending dismissal, a member shall have a right to a hearing before the Faculty Council.
- Section 3. For purposes of dismissal, a majority vote of the Faculty Council is required.
- Section 4. A member who has been dismissed may appeal the decision of the Faculty Council to the president of The Bolles School.
- Section 5. The National Council, State Council, and the NASSP shall hear no appeals in dismissal cases.

Article VIII Chapter Officers

- Section 1. The officers of The Bolles School Alpha Chapter of the National Honor Society shall be: President, Vice President, Secretary, and Treasurer.
- Section 2. Offices are elected positions determined by a majority vote of the chapter members present for the election.
- Section 3. Nominations for the elected offices are submitted in writing prior to the date set for the election. The Nomination procedures are explained to the membership at the first meeting of The Bolles School Alpha Chapter of the National Honor Society during September of each school year. The election shall take place during the school day at least one week after the Nomination procedures have begun and as soon afterward as the school schedule permits.

Article IX Executive Committee

- Section 1. The executive committee shall consist of the officers of the chapter and the chapter adviser.
- Section 2. The executive committee shall have general supervision of the affairs of the chapter, and make recommendations to the chapter concerning business decisions, activities, and projects.
- Section 3. The executive committee shall have the responsibility for ensuring that chapter activities and procedures follow school policy and regulations.

Article X Official Insignia

- Section 1. The Bolles School Alpha Chapter of the National Honor Society shall have the official emblem selected by the National Council.
- Section 2. Each active, graduate, or honorary member shall be entitled to wear this emblem.
- Section 3. Any member who resigns or is dismissed shall return the emblem to the chapter adviser.
- Section 4. All insignia must be procured from the national secretary of the National Honor Society.
- Section 5. The motto of The Bolles School Alpha Chapter of the National Honor Society shall be *Noblesse Oblige*.
- Section 6. The official colors of The Bolles School Alpha Chapter of the National Honor Society shall be blue and gold.