

2019-2020

Dear Students and Parents,

This letter is intended to clarify the admissions process to the Wilsonville High School National Honor Society. The Honor Society is based not only on academic achievement, but also on leadership, character, and community service. Once the NHS New Membership form and attachments are received, they are reviewed by the Faculty Council, which is comprised of five teachers at WHS. The National Honor Society advisors are nonvoting members of the Faculty Council and have no influence regarding acceptance into National Honor Society.

General meetings of the National Honor Society will be held monthly throughout the school year with special session called only as needed. In order to qualify for NHS membership, students must attend a majority (4 out of 6) of these meetings. Attendance is very important so students are able to receive information regarding community service activities and NHS membership requirements.

**Scholarship:** Students must maintain a 3.5 (unweighted) cumulative GPA and be working toward appropriate levels of performance proficiency in classroom practice and/or through standardized assessments.

**Leadership:** Students must be active participants in extracurricular experiences along with positions of leadership in school and community. Leadership activities can be completed in school by organizing activities for a group, or serving as a team captain for a sport. Leadership activities can also be completed outside school with a church group or other organization. For example: you can take a leadership role in the community by organizing a walk- a-thon to support an organization in need. Babysitting is not a leadership position.

**Character :** Students must exhibit exemplary levels of respect, responsibility, integrity, honesty, compassion and courage through appropriate behaviors. Attached to this NHS New Membership form are rating sheets for teachers to complete. Students should give these sheets to their teachers beginning December 1st so that teachers are given time to complete them before the form deadline. These sheets are not returned to the students but are turned in to the Faculty Council, which reviews them along with the completed NHS New Membership packet. **Due date for the Character Rating sheet to be turned into teachers is no later than Friday, December 13, 2019 by 3:15 pm.**

**Service:** Students must also complete 20 hours of community service in the nine months preceding the application date. Ten of the community service hours must be completed through National Honor Society community projects. Information regarding these projects is shared at the meetings or through email. Students need to contact the advisors if they have any questions about whether or not an activity will qualify as community service. **Turn in Community Service Cards by Friday, February 7, 2020 by 3:15 pm.**

**New Membership Fee:** There is a \$10 new membership fee. Students should pay the bookkeeper and have the bookkeeper sign the NHS New Membership form in the appropriate space. The membership dues will be refunded in the event that the student is not accepted into National Honor Society. If there are difficulties regarding the fee, please feel free to contact an NHS advisor. Renewing members do not have to pay the fee. **The membership fee is to be paid to the bookkeeper by Friday, February 7, 2020 by 3:15 pm.**

**NHS New Membership Form:** Students should complete the NHS New Membership Form and turn it in **no later than 3:15 pm on Friday, February 7, 2020**. All appropriate materials must be included at that time. Notification of acceptance will be in late *February*, and the recognition ceremony will take place in *March*.

Thank you for taking the time to read and understand the admissions process into Wilsonville High School National Honor Society. Please sign and date the appropriate spaces on the NHS New Membership form.

**Wilsonville High School National Honor Society  
Membership Requirements**

Your NHS New/Renewal Membership form submitted in *February* must include verification of ALL of the following:

**All Applicants:**

1. **Grade level:** sophomore, junior or senior students in good standing are eligible.
2. **GPA:** Minimum 3.50 cumulative unweighted GPA including first semester of the current school year.
3. **Leadership and Extracurricular Activities:** Active involvement in Extracurricular Activities and Leadership. Leadership activities are events that you are in charge of. Leadership activities can be performed at school and can include organizing activities for a group, or serving as a team captain for an athletic team. Leadership activities can also be performed outside of school with a church group or other organization. For example: Making a difference in the community by organizing a walk-a-thon to support an organization in need. Babysitting does not count.
4. **Meeting Attendance:** Mandatory attendance at the majority (MINIMUM 4 out of 6) of the NHS monthly general meetings beginning fall semester.
5. **20 hours or more of community service: 10 of which MUST be with an NHS sponsored project listed on the monthly meeting attendance card and must be available to ALL NHS members (all 20 hours can be NHS sponsored projects).** The hours must be completed within the 11 months preceding the February due date for the NHS. New/Renewal Membership form. Community service is considered a donated service or activity that is performed by you for the benefit of the public or its institutions.

**Community Service Hour Specifics:**

- The Community Service Hour Record card must be completed in **pen**.
  - Community service hours must be signed off by the adult who is in charge of an organized event – your parents may **not** sign off on your community service hours.
  - Individual tutoring **must** be approved by the student counselors.
  - The following are **not** eligible for community service hours:
    - Key Club, Link Crew, Outdoor School hours, ASB Projects, Broadcast hours, ASB projects, Unified Sports (can be used for 'other hours', just not NHS hours)
    - Volunteer hours required of team members by athletic coaches during specific athletic events (tournaments, fundraisers, etc.)
    - Extracurricular hours for band/choir/theater performances
    - Work/chores completed for family or friends (weeding, house chores, etc.)
    - Any service performed for personal or monetary gain (eg. babysitting, etc)
6. **Teacher Character Rating Sheet:** A character rating sheet filled out by each of your fall semester teachers and due in December.

**FIRST TIME APPLICANTS ONLY (in addition to previously listed requirements):**

7. **New Membership Dues:** \$10.00 national and local dues paid to the bookkeeper .
8. An essay (500 words, word processed) on one of these topics:
  - My Success in High School
  - My Goals for Life after High School
  - My Life Ten Years from Today



# Wilsonville High School National Honor Society

## New Membership Form

### 2019-2020

Due February 7, 2020 by 3:15 to Ms. Etzel

Name \_\_\_\_\_

Date \_\_\_\_\_

Grade \_\_\_\_\_

\$10 Dues Paid: \_\_\_\_\_

\_\_\_\_\_  
(Bookkeeper Signature)

\_\_\_\_\_  
Date

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I understand that completing this NHS New Membership form does not guarantee selection to NHS and verify that the information presented here is accurate.

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

I have read the letter explaining the admissions process into Wilsonville High School National Honor Society. I understand that admissions decisions are final, and the student ratings by faculty members are confidential.

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

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### FOR OFFICE USE ONLY

Teacher Character Rating forms completed \_\_\_\_\_

\_\_\_\_\_  
(Ms. Etzel Signature)

GPA: \_\_\_\_\_  
(cumulative unweighted – 3.5 minimum)

\_\_\_\_\_  
(Ms. Etzel Signature)

# of recorded Community Service hours \_\_\_\_\_  
(at least 10 with NHS) \_\_\_\_\_

\_\_\_\_\_  
(Ms. Etzel Signature)

Completed New Member Essay

\_\_\_\_\_  
(Ms. Etzel Signature)



# National Honor Society Character Rating Sheet

Teacher's Printed Name \_\_\_\_\_

Student Name \_\_\_\_\_ Period \_\_\_\_\_

**STUDENTS:** Please print out this page and fill in your 1<sup>st</sup> semester teacher's name at the top (you should have 6 sheets, one for each period or 7 sheets with early period). Make sure you have written your name on the sheet and what period you have this teacher. Turn the sheet into each of your teachers no later than December 13, 2019.

**TEACHERS:** Please rate the student whose name appears at the top of the sheet. When complete, please return them to Julie Etzel. **Please DO NOT have students return them.** These are due no later than January 6, 2020. Comments are also welcome especially if the rating is a 3 or below. Remember your signature!!

Takes criticism willingly and accepts recommendations graciously.	<b>Low</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>High</b>
Consistently exemplifies desirable qualities of behavior (Cheerfulness, friendliness, poise, stability).	<b>Low</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>High</b>
Upholds principles of morality, integrity and ethics.	<b>Low</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>High</b>
Cooperates by complying with school regulations concerning property, programs, office, halls, etc.	<b>Low</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>High</b>
Demonstrates the highest standards of honesty and reliability.	<b>Low</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>High</b>
Shows courtesy, concern and respect for others.	<b>Low</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>High</b>
Observes instructions and rules, punctuality, and faithfulness both inside and outside the classroom.	<b>Low</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>High</b>
Has powers of concentration and sustained attention as shown by perseverance.	<b>Low</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>High</b>
Manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others.	<b>Low</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>High</b>
Actively demonstrates positive school leadership.	<b>Low</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>High</b>
Demonstrates compassion for others and value to serve.	<b>Low</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>High</b>
Faces challenges with positive attitude, persistence and courage.	<b>Low</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>High</b>

Teacher Signature \_\_\_\_\_ Teacher Name Printed \_\_\_\_\_

*Teacher Comments:*

## **Important Due Dates**

Please do not miss any of these deadlines

**December 13, 2019- All teacher recommendations are due by 3:15 pm to all of your teachers**

**February 7, 2020 – NHS New Membership form, Community Service Hours Record card, Essay and Extra Curricular Activity forms due by 3:15 pm**

**February 7, 2020 – \$10 national/local dues (new members only) paid by 3:15 pm to bookkeeper**

# **Bylaws of the Wilsonville High School National Honor Society**

## **ARTICLE I NAME AND PURPOSE**

Section 1. The name of this chapter shall be the Wilsonville High School Chapter of the National Honor Society of Secondary Schools.

Section 2. The object 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 Wilsonville High School.

## **ARTICLE II MEMBERSHIP**

Section 1. Membership in this chapter shall be based on Scholarship, Service, Leadership and Character.

Section 2. Membership in this chapter shall be known as active and graduate. Active members become graduate members at graduation. The graduate members have no votes.

Section 3. To be eligible for selection to membership in this chapter, the candidates must have been in attendance for a period of one semester at Wilsonville High School.

Section 4. Candidates eligible for election to this chapter must be members of the sophomore, junior or senior class. Candidates eligible for election to the chapter shall have a minimum unweighted cumulative grade point average of 3.5. This scholarship level of achievement shall remain fixed and shall be the required minimum scholarship level of achievement for admission to candidacy. All students who can rise in scholarship to or above such standards may be admitted to candidacy for selection to membership. Their eligibility shall then be considered on their service leadership and character.

## **ARTICLE III SELECTION OF MEMBERS**

Section 1. The final 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.

Section 2. The selection of active members shall be held once a year during the second semester of the year.

Section 3. 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 signed by the principal.

Section 4. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter. The transfer member will then maintain the membership requirements for this chapter in order to retain his/her membership.

## **ARTICLE IV DISMISSAL**

Section 1. A member of the National Honor Society is expected to maintain an active role in service and leadership to the school and community. Any member who falls below the standards of

scholarship, service, leadership, or character may be dismissed from the Wilsonville High School chapter of the National Honor Society.

Section 2. If a member's cumulative grade point average falls below the designated standard the student will be given written warning and a probationary time period for improvement. If the cumulative grade point average remains below 3.5 at the end of the probationary period the student may be dismissed from the chapter.

Section 3. Violation of criminal law or school regulations can result in dismissal of the student.

Section 4. Any member whose personal conduct is questionable in accordance with the accepted norms of student behavior may be dismissed by the Faculty Council

Section 5. In the case of pending dismissal

- a. The member will receive written notification of the reason for possible dismissal from the advisers/Faculty Council.
- b. The member will have the opportunity to present his defense. The Faculty Council will then vote on whether to dismiss
- c. A letter of dismissal will be sent to the principal, student and parents if the student is dismissed
- d. The member may appeal the Faculty Council's decision to the Principal
- e. When a student is dismissed, he/she is no longer a member and may never again be considered for membership in the National Honor Society.

## ***ARTICLE V OFFICERS***

Section 1. The officers of the chapter shall be president, vice president, secretary, and treasurer.

Section 2. The officers of this chapter will be selected by a vote of all the active members of this chapter.

Section 3. The duties of the president shall be:

- To preside over all NHS meeting
- To serve as master of ceremony at the next NHS induction
- To create special committees when needed and appoint a committee chairman
- To assist every committee as an ex-officio member

Section 4. The duties of the vice-president shall be:

- To act as president in the absence of the elected president
- To assist the president in maintaining order during meetings
- To assist every committee as an ex-officio member
- To assist president and advisers in coordinating volunteer activities

Section 4. The duties of the secretary shall be:

- To keep minutes of all meetings and a record of all business
- To assist advisers in carrying on all official NHS correspondence
- To keep an accurate narrative and photographic record of NHS activities

Section 5. The duties of the treasurer shall be:

- To assist the president in publicizing meetings and service projects
- To assist the advisers in keeping an accurate account of NHS funds



**ARTICLE VI  
EXECUTIVE COMMITTEE**

Section 1. The executive committee shall consist of the faculty advisers and the chapter officers.

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  
ACTIVITIES**

Section 1. The chapter shall determine one or more service projects for each year that all members can participate in.

Section 2. All members shall regularly participate in these projects.

Section 3. These projects shall have the following characteristics: fulfill a need within the school or community, be appropriate and educationally defensible and be well-planned, organized and executed.

**ARTICLE VIII  
MEETINGS**

Section 1. The regular meetings of this chapter shall be held monthly during the school year on days designated by the executive committee.

Section 2. The officers of this chapter shall be elected at the last regular meeting of the year.

Section 3. All meetings shall be open meetings and shall be held under the sponsorship of the advisers.

**ARTICLE IX  
EMBLEM**

Section 1. Each member of this chapter shall be entitled to wear the emblem adopted by the National Honor Society.

Section 2. Any member who withdraws or is dismissed from the chapter shall refrain from wearing the emblem.

**ARTICLE X  
DUES**

Section 1. Annual dues for this chapter shall be \$10.00 for new members.

**ARTICLE XI  
AMENDMENTS**

Section 1. This constitution may be amended by a two-thirds vote of the chapter, provided that the executive committee of the chapter has approved the proposed amendment.

Section 2. By-laws and amendments must be consistent with the Constitution of the National Honor Society.