



## Stephen Heard Chapter of the National Honor Society Membership Selection Protocol

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Membership in this chapter is an honor bestowed upon deserving students by election of the faculty and shall be based on the criteria of scholarship, service, leadership, and character. The responsibility to elect new members shall rest in Heard High's Faculty Council and shall occur in the first semester of each school year. The Faculty Council is comprised of five teaching staff members. Mr. Brown serves as the chapter's adviser and as such, is an ex-officio, non-voting member of the Faculty Council.

Please read the selection protocol carefully. The following is quoted from the *National Honor Society Handbook*, which is the official publication governing the procedures, requirements, regulations, and suggestions that govern the national society and its chapters.

Chapters are not obligated...share with parents and students information concerning specific students not selected for membership in the Society. The principal should, of course, listen to complaints from students not selected or from the parents of such students. Following such discussions, if the principal believes that some kind of technical mistake has been made, the principal may ask the faculty advisory council to reconvene in order to review the situation, technical errors might include the inadvertent omission of a student's name from the list of those qualified for induction, the erroneous averaging of grades, or the like.

In the absence of specific evidence to the contrary...the principal must assume that the members of the council are exercising their discretion in a legitimate manner and with the good faith expected of them.

Parents and students must understand that no student has a right to be selected for membership in a chapter of the National Honor Society.

The National Council and the NASSP (National Association of Secondary School Principals; the NHS sponsor) shall not review the judgment of the faculty council regarding selection of individual members to local chapters.

Initiation, blackballing, hazing, or the like are expressly prohibited as part of the selection process or of any National Honor Society activity whatsoever.

1. Membership election occurs in the first semester of each school year at a time determined by the Faculty Council under advice of the chapter adviser.
2. The Faculty Council reviews membership election procedures and seeks approval of the principal. The chapter adviser facilitates the process. The chapter's secretary publishes the procedures to [heardhigh.com](http://heardhigh.com) and other appropriate outlets as deemed appropriate.
2. The chapter adviser seeks a review of school records by the school's data clerk to first determine scholastic eligibility. Eligible candidates must be members of the junior or senior



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class whose unrounded cumulative grade point average is at least ninety-three. Eligible candidates have been in attendance for at least one full semester at Heard High. The disability status of each candidate is reviewed.

3. Eligible candidates receive a congratulatory notice from the chapter adviser and a request to complete the candidate profile within fifteen school days its receipt. The candidate profile allows the Faculty Council to “know” the candidate’s service, leadership, and character strengths. Candidates receive a copy of the Membership Selection Criteria Guide used by the Faculty Council to guide their deliberations. Candidates chose two current faculty or staff members to serve as character sponsors who complete a portion of the candidate profile. Members of the Faculty Council and the chapter adviser are ineligible to serve as character sponsors.

5. The Faculty Council reviews all on time candidate profiles and considers any identified disability status affecting a candidate’s election to membership. Personal interviews may be requested by the council. Elections to membership are considered one candidate at a time. The principal reviews the elections to membership results.

6. Successful and unsuccessful candidates and their parents receive written notice of their membership status including information regarding the ceremony for formal induction to membership. During induction, successful candidates take an oath of membership.

7. Inductees and their parents sign and return the Commitment to Membership statement. New members must pay chapter dues within fifteen school days of formal induction to the chapter as a condition for continued membership. Dues payment must be in the form of a check or money order made payable to Heard County High School for NHS membership dues.

8. New members receive membership cards, personal copies of the chapter’s governance documents and information allowing access to the National Honor Society’s website.

9. Newly inducted and continuing membership is published to *heardhigh.com* and other appropriate outlets.

10. Continued membership is contingent upon earning an unrounded course average of eighty-five or above in all courses.