



*Sankofa Freedom Academy Charter School*

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**Sankofa Freedom Academy Charter High School  
National Honor Society By-laws**

**ARTICLE I: NAME AND PURPOSE**

**Section 1:** The name of this organization shall be the National Honor Society (Ella Baker Chapter) of Sankofa Freedom Academy Charter School

**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 Sankofa Freedom Academy Charter School.

**ARTICLE II: ORGANIZATION**

**Section 1:** The Principal shall pay an annual affiliation fee as recommended by the NHS National Council and approved by the NASSP Board of Directors.

**Section 2:** The Principal shall reserve the right to approve all activities and decisions of the Ella Baker chapter.

**Section 3:** The Principal shall receive appeals in cases of non-selection of candidates, as well as the disciplining or dismissal of members.

**Section 4:** The Principal shall annually appoint a member or members of the faculty as chapter adviser(s).

**Section 5:** SFACS Staff will volunteer as members of the Faculty Council committee to review and approve candidates for membership. The Faculty Council must consist of at least five (5) faculty members, not including the chapter advisor(s), for quorum.

**Section 6:** The chapter adviser(s) shall be responsible for the direct, day-to-day supervision of the chapter, and act as liaison between faculty, administration, students, and the community.

**Section 7:** The chapter adviser shall maintain clear records on membership, chapter history, activities, and financial transactions.

**Section 8:** The chapter advisor shall help the chapter student officers understand and carry out their duties and review the members for compliance with the National Honor Society standards and obligations.

**Section 9:** The chapter adviser(s) shall be an ex-officio member(s) of the Faculty Council.

### **ARTICLE III: MEMBERSHIP**

**Section 1:** Membership in the Society is an honor bestowed upon a student, as well as a responsibility. Selection for membership is based on outstanding scholarship, character, leadership, and service. Students selected for membership are expected to continue to demonstrate these qualities throughout their high school career.

**Section 2:** Membership shall be known as active and graduate. Active members shall become graduate members at graduation. Graduate members shall have no voice or vote in chapter affairs.

**Section 3:** Candidates become members only when inducted at a ceremony.

**Section 4:** A National Honor Society member who transfers from another school and bring, a transcript and a letter from the former principal or chapter adviser to the new school adviser shall be accepted automatically as a member. Transfer members must meet Sankofa Freedom Academy Ella Baker chapter standards within one semester in order to retain membership

**Section 5:** Membership in the National Honor Society is a permanent condition unless a student's performance falls below the academic, character, leadership, and or service standards by which he or she was selected.

### **Article IV: SELECTION and INDUCTION OF MEMBERS**

**Section 1:** To be eligible for membership, a candidate must have been in attendance at Sankofa Freedom Academy Charter High School for two semesters. Membership is open to qualified sophomores, juniors and seniors who will be invited to submit information via application for use in determining membership.

**Section 2:** For transfer students in 12th grade, who are not members of NHS, Sankofa's principal should seek a recommendation from the previous school principal pursuant to the candidate's selection. Based on the recommendations of the previous principal and the previous school's transcript, the semester regulation may be waived.

**Section 3:** Criteria for membership shall be based on:

**Scholarship** - Candidates must have completed their previous year with the cumulative weighted grade point average of 3.6 or better as identified by the Sankofa Freedom Academy Charter School Guidance Department.

**Character** - Candidates must demonstrate elements of good 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
- Upholds principals of morality and ethics
- Cooperates by complying with school regulations concerning property, programs, office, hall, etc.
- Demonstrates the highest standards of honesty and reliability
- Regularly shows courtesy, concern, and respect for others
- Observes instruction 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 of 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

**Leadership** - Candidates must demonstrate leadership in school or community organizations. This leadership may be either elected positions or effective participation in extracurricular sports and activities. Students who exercise leadership:

- Is resourceful in 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
- Exemplifies positive attitudes; inspires positive behavior in others; demonstrates academic initiative
- Successfully holds school offices or positions of responsibility
- Conducts business effectively and efficiently
- Demonstrates reliability and dependability
- Is a leader in the classroom, in work, and in other school or community activities
- Believe, demonstrate, and act in social activism within the city of Philadelphia

**Service** - Candidates must demonstrate service to the school or community. Such service is generally considered to be those actions undertaken by the student which are done with, or on the behalf of, others without direct financial or material compensation to the individual performing the service. The student who serves:

- Volunteers and provides dependable and well organizes 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 request of service to the school
- Is willing to represent the school or the class in interscholastic competition
- Does committee and staff work without complaint
- Participates in service activity outside of school, for example Girl Scouts, Boy Scouts, church groups, etc., or volunteers services for the elderly, poor, or disadvantaged
- Mentors persons in the community and/or students at other schools
- Shows courtesy by assisting visitors, teachers, and students of Sankofa Freedom Academy Charter High School

**Section 4:** Required Student Information for Membership Consideration:

A candidate for membership must submit via application packet as designed and distributed from the faculty adviser(s), to the faculty adviser(s), no later than the date and time set forth by the adviser(s):

- Two letters of recommendation attesting to the candidate's character\*
- One essay showing leadership to the school or community
- One essay showing service to the school or community

- One database showing all service activities to the school or community
- One database showing all leadership activities to the school or community

*\*All recommendations must be signed by the evaluator, and include clear and current contact information. Anonymous recommendations may not be used, nor may recommendations that have inaccurate contact information.*

Completed student application is to be submitted to the faculty adviser, absolutely and unequivocally no later than the date and time set by the faculty adviser and clearly marked on the application, website, and all communications.

Upon completion of the application acceptance process, the candidates will be reviewed by the Faculty Council for the final selection of members based upon submitted applications. Applications submitted after the date/time set forth by the faculty adviser(s) will not be considered. Incomplete or illegible applications will not be considered.

**Section 5:** Pursuant to Article III, Section 3, all Candidates selected by the Faculty Council only become Members during an induction ceremony and witnessed delivery of the NHS oath. The formal NHS Induction Ceremony is to take place each year on Thursday evening of the fourth week of October and Thursday evening of the first week of June. The Induction Ceremony is to be planned and organized by the faculty adviser(s), with input from the student leaders. Final approval of the programming is to be given by the Principal.

Students who miss the induction are not considered members, and must appeal to the Principal for an opportunity to take the oath.

## **ARTICLE V: DISCIPLINE and DISMISSAL**

**Section 1:** The procedure and criteria for discipline and/or dismissal from the National Honor Society shall be set forth by the faculty adviser(s) and Principal, in compliance with the rules and regulations for the National Honor Society constitution. These procedures will be readily available for review publicly, alongside these Bylaws.

Due to the sensitive nature of discipline and dismissal procedures, disciplinary proceedings are private to the individual member, the faculty adviser(s), and the principal only, in accordance with The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99).

**Section 2:** A member who has been dismissed may appeal under the same rules for disciplinary appeals in the Sankofa Freedom Academy Charter School District.

## **ARTICLE V: MEETINGS**

**Section 1:** Mandatory meetings for all members shall occur as needed by the student officers and/or faculty advisers. The date, time, and location of mandatory meetings for all members will be communicated no less than ten (10) school days from the date of said meeting.

**Section 2:** Non-mandatory and/or special meetings may be called to as needed.

## **ARTICLE VI: CHAPTER OFFICERS**

**Section 1:** The officers of the Ella Baker chapter shall be: President, Vice President, Secretary, and Treasurer.

**Section 2:** Officers shall be elected by the active members of the NHS Chapter.

**Section 3:** The executive committee shall consist of the officers of the chapter and the chapter adviser(s). The executive committee shall have general supervision of the affairs of the chapter. All actions and recommendations of the executive committee shall be subject to the review of the chapter membership via record and minutes.

**Section 4:** The executive committee shall bear responsibility for ensuring that chapter activities follow school policy.

## **ARTICLE VII: ACTIVITIES**

**Section 1:** Each year the chapter shall determine service projects for the school year. One project will be planned per semester during the school year. Service projects will be determined by the officers, advisor, and principal. The principal has the right to approve or deny all activities.

**Section 2:** All members shall participate in 75% of the National Honor Society projects approved by the advisor and officers. Participation will be calculated on a point system. Each fifteen minutes is one point, each donation amount is worth one point with a maximum of five points for a donation activity. Donation amount will be determined by the officers, advisor, and principal. Extra credit opportunities will be available throughout the year, all extra credit opportunities must be approved by the officers, advisor, and principal. The total amount of points that are eligible per year is 25 points.

**Section 3:** These projects shall have the following characteristics: Fulfill a need within the school or community; have the support of the administration and the faculty; be appropriate and educationally defensible; be well planned, organized, and executed.

**Section 4:** Each member shall have the responsibility for choosing and participating in volunteer projects that reflects his or her particular talents and interests. This is In addition to the chapter projects to which all members contribute. Second year members must complete twelve hours per year and first year members must complete seven hours per year.

**Section 5:** The chapter shall publicize its projects in a positive manner.

## **ARTICLE VIII: GENERAL PROVISIONS**

**Section 1:** The National Honor Society of Sankofa Freedom Academy Charter High School shall function under the national constitution as developed by the NHS National Council

**Section 2:** These bylaws are intended to implement the national constitution as set forth by the NHS National Council. The constitution may be referenced for all concerns, questions, and appeals. The NHS National Council does not accept direct appeal or complaint regarding local chapters.

## **ARTICLE IX: PROVISIONS FOR AMENDEMENT**

**Section 1:** Revisions to the bylaws shall be drafted and approved by an ad-hoc bylaws revision committee. The committee will consist of the Principal or designee; adviser(s); and student officers. The Principal retains power of two votes if needed to override possible impasse of a tie.

**Section 2:** An approved amendment as detailed pursuant to Section 1 of this Article is then to be submitted to active and current members of the chapter for review and discussion. The proposed amendment must be passed by a two-thirds vote of the chapter in order for it to be adopted.

**Section 3:** Article IV of these bylaws dealing with procedures selection, disciplining and dismissal of members can be altered only specially-appointed faculty revision committee on Society membership (Input from the chapter is allowed).