

# Father Joseph Hindelang Chapter of the National Honor Society

## Member Handbook 2019-2020

The **purpose of this organization** is to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in secondary school students.

This handbook details the basic requirements. Complete information can be found in the chapter by-laws.

New as of the 2018-2019 school year, our chapter of NHS has changed our requirements for the Service & Leadership pillars. See further detail in the relevant sections, but in short, the NHS Service pillar is satisfied for members upon completion of the Campus Ministry Christian Service project in their Senior year; and “In-School Service” now falls under the Leadership pillar and has participation requirements for each year of NHS participation.

Sophomore probationary and Junior members: requirements must be completed **TBD**. Members who do not complete all requirements by this date will be ineligible for continued membership.

Senior members: requirements must be completed NO LATER THAN **TBD**.

*Seniors who fail to complete all requirements by this date, or whose GPA drops below 3.75 after senior exams, will not graduate as members of the NHS.*

**\*NOTE: These requirements apply directly to NHS; please submit Christian Service element directly to the Campus Ministry.**

### **MEMBERSHIP YEARLY REQUIREMENTS**

#### **1. SCHOLARSHIP PILLAR: Grade Point Average**

NHS members maintain a 3.75 cumulative GPA, which is reviewed each August before the next school year begins.

#### **2. SERVICE PILLAR: NHS Service Pillar = Christian Service**

##### **2.1. Christian Service**

As of the 2018-2019 school year, a member’s completion of their Senior Christian Service project satisfies the NHS Service Pillar. A member’s failure to complete their Christian Service project will result in dismissal from NHS. Failure to keep up with Christian Service requirements during Sophomore & Junior year will result in being an NHS member “not in good standing,” and thereby subject discipline within NHS (such as extra Leadership Action requirements). See Campus Ministry for specific Christian Service project requirements.

#### **3. LEADERSHIP PILLAR: Mass Set-up & Leadership Actions (as of 2018-2019)**

##### **3.1. Mass Set-up (Junior and Senior requirement only)**

All junior and senior NHS members (new and returning) are required to set up chairs for Mass **twice** each year. Members are assigned to a date and must arrive at school on time, sign in, and then help

until dismissed. The Vice President maintains the mass set-up schedule and will publish this to all junior and senior members at the start of the year. Contact that officer as needed.

A member who knows in advance that he cannot attend his scheduled set-up must find his own replacement. Use the published list to contact another NHS member who might substitute or switch dates. Then contact the NHS Vice President to note the change.

Arriving more than five minutes late for a scheduled mass set-up date will be considered an unexcused absence and receive a new set up date. Those who miss due to illness are excused but still come to the next scheduled set-up. Students who miss for any other reason receive a warning and a new set-up date. More than one unexcused missed mass set-up results in disciplinary action.

### **3.2. Leadership Actions (formerly In-School Service)**

Leadership Actions are those events that benefit the NDPMA JK-12 grade community or are designated by NHS moderators are such.

**All NHS Members** (Sophomores, Juniors, and Seniors): **must participate in a total of three (3) Leadership Action events each school year, with at least one (1) event per semester.**

Examples of Leadership Actions (“event”):

Mass set up	Peer tutor* (six sessions equates two events)
Corn Roast	Open House
Play usher	Irish Week chair set up
NHS Carnation sales	Surface-Pros
Boot Camp	Media Center assistance
Parent-teacher conferences (chair set up or take down, or hospitality)	
2 sessions of Roger’s Elementary tutoring = 1 Leadership Action	

These are only a few common ways in which NHS members support our school. To determine if an event would count for the Leadership Action requirement, please meet with an NHS advisor.

*\*Peer tutoring is not a requirement, but it may be used for Leadership Actions. See the counseling secretary who matches students seeking help with available NHS tutors. You and the student sign a contract committing to a minimum of six (6) sessions, after which you may elect to continue (either to earn further Leadership Actions or by charging a nominal fee, such as \$10/session). Tutoring must occur on NDPMA campus in order to provide extra support to any NDPMA student in grades JK-12. Not permitted are the following: off campus (at a home, coffee shop, public library, etc.); assisting a non-NDPMA student; unofficial help (assisting friends during lunch or after school where no formal request through counseling exists).*

## **4. CHARACTER PILLAR: Meetings and conduct**

### **4.1. NHS Meetings**

Attendance is mandatory at ALL of the NHS meetings. Full NHS meetings will take place as follows in the cafeteria: **Friday, Aug. 23rd & Wednesday, April 29th.** Smaller, assigned group NHS meetings are at the discretion of the NHS officers.

A morning meeting will take place from 6:50-7:20am and the afternoon meeting will be from 2:50-3:20pm. You must attend either the morning or afternoon meeting (NOT BOTH). Should you have an after school conflict (sports, appointments, job, etc.), then arrange to come at 6:50am. Likewise, if you arrive late (due to ridesharing, etc.), then come at 2:50pm. Conflicts for sports, appointments, job, etc. will not excuse members from missing a meeting. Illness is the only excused absence, for which a doctor’s note is needed. You may speak to the advisor to appeal an unexcused absence.

*NOTE: The NHS does not receive absence notices from the school's main office; please bring the note to the adviser within one week of the missed meeting.*

**Friday, August 23, 2019: mandatory for current (returning) members and for candidates (prospective members)**

**Wednesday, April 29, 2020**

**\*\*\*The majority of NHS meetings will be mandatory smaller meetings between NHS members and their assigned NHS officer. These meetings will be communicated by the NHS officers, Mr. Lilek, and Ms. Pittel. More information to come.\*\*\***

- 4.2. NHS members at the Prep must adhere to the rules in the Student Handbook <http://www.ndpma.org/student-handbooks/>. The NHS advisors meet regularly with the assistant principal for discipline in order to monitor its NHS members. Depending on the severity of the error, a member may receive a warning, additional required service, or a dismissal notice.

### **DISMISSAL POLICY**

Grounds for dismissal include:

1. Cumulative GPA lower than 3.75 (determined yearly after the spring semester exams)
2. Failure to complete Leadership Action requirements by the specified date
3. Failure to complete Christian Service (Service Pillar) requirements
4. More than 1 unexcused absence from a mass set-up
5. More than 1 unexcused absence from a meeting
6. Three or more detentions and/or seven or more tardies in a semester
7. Repeated violation of any rule in the NDP Student Handbook
8. Any report of cheating, plagiarism, or forgery

The NHS Faculty Council decides all matters of dismissal. Once the NHS Advisor has notified a member of a dismissal, the member may appeal the decision. The Faculty Council also rules on the appeal. Once the appeal ruling is issued, the matter is considered finalized.

### **NHS Scholarship**

The NHS Scholarship Program offers \$250,000 annually to graduating senior NHS members. The number of candidates from each school's senior class is determined by the size of the school. Each fall, our NHS Faculty Council votes to determine the year's candidates based on each member's dedication to the NHS pillars of scholarship, service, leadership, and character. More information appears in the fall; for further details, please see the NHS website, [www.nhs.us](http://www.nhs.us).