

By-Laws of the Wake Forest Christian Honor Society
Adopted July 1, 2015

Article I

Section I. Name

The chartered name of this organization is the Psi Omicron Chapter of the Eta Sigma Alpha National Home School Honor Society. It shall be referred to locally as the Wake Forest Christian Honor Society (WFCHS).

Section II. Mission

The Wake Forest Christian Honor Society was established to recognize, in a Christ-centered setting, outstanding high school students who are home schooled. More than just an honor roll, NHSHS serves to honor those students who have demonstrated excellence in the areas of scholarship, leadership, service, and character. Membership not only recognizes students for these accomplishments, but also challenges them to develop these qualities further by providing opportunities for leadership and service. Psi Omicron shall encourage the development of an intellectual climate that will stimulate the exchange of ideas and ideals, foster scholarship, and promote academic excellence. Psi Omicron shall also advocate home schooling as a viable and successful educational methodology and act as a liaison for home schooling to the general public, colleges/universities, and the media.

Section III. Membership

A. Eligibility

New membership is open to all home schooled students in rising grades 7-12 who meet, and then maintain, Psi Omicron's eligibility requirements. Only those students who meet the HSLDA definition of a homeschooler are eligible. Wake Forest Christian Honor Society is subdivided into two sections, Honor Society for rising grades 9-12 and Junior Honor Society for rising grades 7-8. Both groups meet at the same time and place, but have variations in their eligibility requirements.

1. Evidence of Scholarship – Test score guidelines for initial entry apply to both Honor Society and Junior Honor Society members alike. These guidelines are mandatory requirements for us to maintain our chapter's charter with Eta Sigma Alpha.
 - ❖ *A test score of 1800 (SAT) or 26 (ACT) or 180 (PSAT) or a 90% composite score on the Iowa or 90% on the total battery on the Stanford nationally normed **standardized achievement tests** is required for ESA membership. The test score must come from one test. Section scores from different tests may not be combined to achieve the required test score for membership. Although some college scholarship applications accept super scoring, we do not. NO EXCEPTIONS WILL BE MADE FOR ANY ONE! *With the continuing technology changes, online testing is currently being offered more frequently in lieu of hard copy testing. Online testing*

may be used if given at a testing center or at a private tester's facility. Parents must not have access to the student, computer or test materials while the test is being administered. Students must not have access to other electronic devices which may connect to the internet, email or texting during testing.

- ❖ *Test scores should not be more than 1 year old.*
- ❖ *All tests must be administered in a group setting if a parent is helping with the test administration. If a group setting is not possible, a non-family member may administer the test in a one-on-one setting, as long as the parent does not have access to the test. **Parent administered tests are not acceptable.***

2. Evidence of Service – Community service is an important part of WFCHS, and as such, potential members must demonstrate service prior to membership, and as a condition to remain a member in good standing.
 - i. *Honor Society* – Potential candidates in rising grades 9-12 must complete a minimum of 10 documented service hours in the twelve months prior to initial entry into WFCHS.
 - ii. *Junior Honor Society* – Students in rising grades 7-8 do not need to show service prior to entry into WFCHS, but they will be expected to meet the minimum requirements for service hours throughout the year.

3. Evidence of Leadership – Leadership is one of the four distinguishing characteristics of students in National Honor Society. WFCHS requires students to do a self-assessment of their leadership history, and will also provide opportunities for students to demonstrate leadership once they are members.
 - i. *Honor Society* – First time applicants, must submit a brief written personal statement, not to exceed 500 words, describing a way in which the prospective member has demonstrated leadership in their community, church, family, workplace, neighborhood, etc. This statement will remain in the student's file for the duration of their membership. Students who are moving from Junior Honor Society to Honor Society as rising 9th graders must submit a new personal statement. It will remain in their file alongside the one they submitted as a 7th or 8th grader.
 - ii. *Junior Honor Society* – First time applicants to Junior Honor Society must submit a brief written person statement, not to exceed 500 words, describing a way in which the prospective member has demonstrated leadership in their community, church, family,

workplace, neighborhood, etc. This statement will remain in the student's file for the duration of their membership.

4. Evidence of Character – Having good character is the final, but not least important, requirement to be a member of WFCHS.
 - i. *Honor Society* – All first time applicants in rising grades 9-12 must submit one letter of reference, from a person other than a family member, to attest to the student's character. This letter will remain in the student's file for the duration of their membership. Returning members do not need to provide additional character references once this requirement has been met.
 - ii. *Junior Honor Society* – Students in rising grades 7-8 are not required to provide a character reference. However, a student who moves from Junior Honor Society to Honor Society in the 9th grade will be required to provide a character reference.

B. Application Process

1. Open Enrollment is typically held during the summer. The current dates will be listed on the website and will be the same for both Honor Society and Junior Honor Society
2. All applicants must submit the following:
 - i. Completed application, as printed from the website, with a signed Statement of Faith.
 - ii. Students in rising grades 7 and 9, as well as any new applicants in any grade, must submit a copy of qualifying standardized test scores as outlined in Section A. Tests should have been taken during the previous school year, and should not be more than 12 months old. Returning members in grades 8 and 10-12 may submit either a standardized test score or evidence of a 3.5 GPA form (form available to print from the website).
 - iii. For new members in rising grades 9-12 only, a list of 10+ documented service hours.
 - iv. Leadership statement, as outlined in Section A
 - v. For first-time students in rising grades 9-12, a character reference, as outlined in Section A
 - vi. A completed Medical Release form
 - vii. Membership dues, as currently posted on the website.
3. Participation/Membership Maintenance
 - i. Upon acceptance, a new member participates in a brief induction ceremony in the fall. At the end of the year there will be a Service Recognition Ceremony.
 - ii. Members must attend a minimum of 2/3 of all regular meetings. There are ten meetings per year, with the first nine meetings qualifying as regular meetings. Participation in the Service Recognition Ceremony does not count towards the minimum of six meetings that must be attended to maintain membership.

- iii. Members must submit a minimum of 25 hours of documented service during the current year. The service year for WFCHS runs from April 1 – March 31.
- iv. Members who fail to maintain 2/3 meeting attendance and/or provide 25 documented hours of service will not be considered members in good standing. Consequently, they will not receive a certificate of achievement at the Service Recognition Ceremony, and must reapply as new members in the following year.

Section IV. Meetings

Meetings will be held once per month during the months of August through May. Induction will be held in the fall to recognize new families during a regular meeting. A Service Recognition Ceremony will be held in May. The first nine meetings are regular meetings; 2/3 (six) meetings must be attended to maintain membership. All communication to the group will be moderated by the website.

Section V. Advisers

WFCHS will operate with a panel of volunteer parent advisers. There shall be a minimum of two, and a maximum of five. If there are only two, they must be from two different families. Advisers will meet with the student officers once monthly, aside from the regular meetings. Advisers shall assist and guide the officers in the execution of their duties, and also maintain ultimate decision-making authority. Advisers are ultimately responsible for the running of the group, and Officers must heed the recommendations/advice of the Advisers.

Section VI. Officers

The student held offices shall consist of President, Vice-President, Secretary, Social Chair, Service Chair, and Historian. A student election shall be held each year.

A. Election Process

- a. New officers will be elected by the membership with a simple majority of those present.
- b. Elections will be held by secret ballot.
- c. Elected officers shall be in grades 10-12
- d. Only members who have been members of WFCHS for at least one year may be elected President.
- e. Vice-President shall be runner-up in the Presidential Election

B. Duties

- a. President
 - i. Shall prepare an agenda in advance with the help of the other officers, and preside at all member meetings
 - ii. Shall contact the guest speaker in advance, and be prepared to introduce them at the meeting
 - iii. Shall delegate duties to other officers for the monthly meetings
- b. Vice President
 - i. Shall assist the President in the discharge of his/her duties

- ii. Shall preside at all member meetings in the absence of the President
 - iii. Shall preside in the place of any absent officer
 - iv. Shall serve as communication coordinator, and shall be responsible for the dissemination of information to the group at large by use of email
- c. Secretary
 - i. Shall take minutes at each member meeting and officer meeting
 - ii. Shall keep records of attendance at all WFCHS meetings
- d. Service Chair
 - i. Shall encourage membership to complete service hours
 - ii. Shall share qualifying opportunities for service
 - iii. Shall assist in the collection and tallying of service hour documentation
- e. Social Chair
 - i. Shall facilitate the planning and execution of all social events, to include ice-breaker games and/or special social events outside of regular member meetings
- f. Historian
 - i. Shall be responsible for keeping records of the activities of WFCHS by the use of photography, scrapbooks, slide shows, web presence, and written articles

Article II

Section I. By-laws

These by-laws may be amended at any regular or special meeting, provided the amendments have been submitted in writing at the previous regular meeting, or a notice of the proposed amendments has been given in writing to all members not less than one week in advance.

Adoption of the amendments shall require a quorum of fifty percent, and a two-thirds affirmative majority of members present.

Section II. Suspension of By-laws

Suspension of any part of these by-laws shall require a quorum of fifty percent, and a two-thirds affirmative majority.

Section III. Points Not Covered

In all points of order not covered by these by-laws, Robert's Rules of Order shall act as a guide.