

The Constitution and Bylaws
of the
Sociedad Honoraria Hispánica

Creekside High School

Article I. Name and Classification

Section 1. The name of this organization is the **Sociedad Honoraria Hispánica**, also known as the Spanish National Honor Society, or the Portuguese National Honor Society, and shall be referred to in this document as “the Society”.

Section 2. The purpose of the Society is to recognize high achievement in Spanish and Portuguese by students of secondary schools and to promote continuity of interest in Hispanic and Luso-Brazilian studies.

Article II. Qualifications for Membership

Section 1. To be eligible for the Society, students must meet all of the following criteria:

- a) Student must be actively enrolled in a Spanish class;
- b) Student must be enrolled in the 3rd semester of Spanish or higher;
- c) Transfer students must have spent one full semester in the program before eligibility;
- d) Students must have **B** average in all Spanish classes;
- e) Student must have an overall **weighted 3.0** average;
- f) Students who are seniors are **not** eligible for membership (unless transferring from another school).

Section 2. Associate members are those who are enrolled in Spanish, but have not completed 2 semesters or those who are no longer enrolled in Spanish. Associate members pay \$10 dues, may not hold office, but may vote on issues before the membership.

Article III. Application and Initiation

Section 1. Eligible students will be invited to apply in October (for seniors only) and February after the first **semester** grades are published.

Section 2. Potential members must fill out an application for admission and returned by the due date set by the Sponsor and Officers.

Section 3. The Acceptance Committee will be comprised of Sponsor and the current Society officers.

Section 4. Acceptance letters will be distributed within 2 weeks of application due date.

Section 5. Initiation Ceremony will take place in October and February.

Article IV. Qualifications for Continued Membership

Section 1. Each year members must engage in an activity from each of the following categories: Academic Commitment; Community Commitment;

Section 2. Academic commitment may be defined in part as the following: current enrollment in a Spanish class, and maintenance of an overall **weighted** GPA of **3.0** or better.

Section 3. Community Commitment may be defined in part as participation in, but not limited to, the following: participation in a Foreign Language Week Activity; tutoring a **CHS** student in Spanish, participating in the adoption of elementary school class and activities pertaining thereto, or participation in one of the Spanish competitions. **A total of at least 20 service hours per year are required. Ten of these hours may come from any service to the community; the remaining ten must be related to HHS activities (as defined above).**

Section 4. Students must continue to show academic integrity and character as noted by no recorded incidents of cheating, plagiarism, misconduct, insubordination or intentional dishonesty.

Article V. Dues and Fees

Section 1. **Dues are \$35 for new members (due and payable before initiation) and \$10 per year for returning members (due and payable by September 15th).**

Article VI. Elections and Duties of Officers.

Section 1. There are ten officers of the Society: President, Vice President for Service, Vice President for Fund Raising, Vice President for Membership, Corresponding Secretary, Recording Secretary Treasurer, Historian, Activity Coordinator and Publicity Chair. The officers must be enrolled in a Spanish class in order to hold office and make up the Executive Council. Other officers can be added as the need arises at the discretion of the sponsor and Executive Board.

Section 2. Officers are elected by simple majority of active members at the April meeting. Members will cast paper ballots with the results announced the following day. Installation of new officers will take place at the last meeting of the school year.

Section 3. The duties of all officers are as follows: attendance is expected at **all** meetings (no more than 2 excused absences will be accepted except in extenuating circumstances), serve as exemplars for other members of the Society and the **CHS** community and preside at initiations. Officers not meeting the attendance requirement will be notified in writing of their bylaws violation and warned of their eminent removal as an officer.

Section 4. The role of the President is to assist the sponsor at Awards Ceremony, preside at meetings, oversee all projects, and appoint committee chairpersons. The president is the chairperson of the Executive Committee. The office of President shall be held by a senior.

Section 5. The role of Vice President of Service is to oversee the service projects. He/she will be responsible for organizing, promoting, and publicizing such activities. The Vice President of service shall fill the chair of the president in his/her absence. **This office shall be held by a junior.** The VP of Service will become President the following year.

Section 6. The Vice President of Fund Raising shall oversee the fundraising projects. He/she shall be responsible for organizing, promoting, and publicizing such activities. The Vice President of fund raising shall also be responsible for public relations and

publicity, other than those connected with the service projects. This office shall be held by any member in good standing.

Section 7. The role of the Recording Secretary is to keep the ledger of initiates, keep the ledger of Active members and their membership qualifications and attendance, keep the ledger of current officers and keep record of all meetings and service projects;

Section 8: The duties of the Corresponding Secretary include keeping all correspondence of the Society, sending out notices of meetings and other club activities and other duties as assigned by the Sponsor and / or President. This office may be held by any member in good standing.

Section 9. The role of the Treasurer is to collect dues and keep the financial records of the Society, help the sponsor prepare the budget and other duties as assigned by the Sponsor and / or President. This office may be held by any member in good standing.

Section 10. The role of historian is to take pictures of any Society activities, compile a scrapbook and other duties as assigned by the Sponsor and / or President. This office may be held by any member in good standing.

Section 11. The role of the Activity Coordinator plans and carries out all activities in conjunction with the other officers. Activities include, but are not limited to, fundraisers, competitions, and field trips.

Section 12. The role of Publicity Chair is to publicize all activities of the club sending out press releases to local newspapers and to help the Historian with the scrap book.

Section 13. Committee Chairpersons will be appointed as needed by the Sponsor, President and Activities Coordinator.

Article VII. Meetings.

Section 1. Meetings are held monthly (on Wednesdays at 8:45 and at 3 p.m.) or as needed to carry out a project. There will be no less than one meeting per month. Officers will meet one week prior to the general meeting.

Section 2. Members are allowed 2 absences (with good cause – see below) per school year. Officers must attend all meetings.

Article VIII. Attendance

Section 1. Members are required to attend all meetings. Missing more than two meetings will result in termination as an HHS member. A warning will be given to members when their second absence from a meeting occurs.

Section 2. Members are required to participate in service and fundraising activities. Any member who is unable to attend a meeting or participate in an activity shall provide the chapter advisor with a written excuse showing good cause for his or her absence.

Section 3. Good cause for absence shall include, but not be limited to, required participation in other school activities, classes, doctor's appointments or work. Members are expected to arrange their schedules to allow for participation in HHS meetings and activities.

Section 4. Members not meeting the attendance requirement, will be subject to dismissal at the discretion of the sponsor and executive board.

Article IX. Awards and Recognition.

Section 1. Sponsors of Active Chapters may award the *Certificado de Excelencia* to initiated members, winners in the National Spanish Examinations, or to the initiated member who has achieved the highest grade point average in Spanish or Portuguese for that school year. Duplicate certificates are awarded in case of ties. The number of awards is limited to ten percent of current initiates.

Section 2. Sponsors of Active Chapters may award the *Certificado por Servicios* to recognize initiated members who have rendered meritorious service to their chapters. The number awarded is limited to ten percent of current initiates.

Section 3. Sponsors of Active Chapters may award the *Premio de Honor* to the best graduating senior of the Chapter. The certificate may be obtained from the National Director of the Society at no cost, and will be sent upon receipt of the student's name. The names of both the student and the Chapter sponsor will be printed in *¡Albricias!* If sent by the deadline. Each Chapter may receive only one certificate each year.

Certificados de Excelencia and honor stoles will be bestowed on graduating seniors who are in good standing.

Section 4. Other awards at the discretion of the sponsor and officers.

Article IX. Insignia

Section 1. The insignia of the Society is the official one of the AATSP, as represented on the medals which may be awarded for excellence in Spanish and Portuguese.

Section 2. The seal of the AATSP is the official seal of the Society, and it may be used in conjunction with any other seal upon approval of the National Council.

Section 3. The motto of the Society is: *Todos a una.*

Section 4. The colors of the Society are red and gold.

Section 5. The flower of the Society is the carnation.

Article XI. Emergency Bylaws.

Section 1. Additional regulations for facilitating the government of the Society and the activities of the Chapter may be prepared by the National Council whenever the exigencies for such regulations may arise.

Section 2. Dues may be initiated at the beginning of each year to be determined by the Sponsor and advisors.

Article XII. Amendments

Section 1. This constitution can be amended as needed with the approval of a simple majority of the membership.

Amendments can be suggested by any member, must be put in the form of a motion, seconded and voted upon at the next meeting following the proposed change.