

**By-Laws of the Teenworks Chapter of the
ETA SIGMA ALPHA
National Homeschool Honor Society
GAMMA BETA Chapter
Grand Ledge, Michigan**

Article I - Preface The name of the organization shall be the Teenworks Chapter, Gamma Beta, hereinafter referred to as the TWC of the ETA SIGMA ALPHA National Homeschool Honor Society.

Article II - Mission Statement The mission of the TWC is to form Christian character and integrity in students through four aspects: Leadership, Community Service, Scholarship, and Networking, so that they may grow in the knowledge and wisdom of Jesus Christ.

Article III - Executive Officers The TWC will be governed by a council of students elected to the following positions and duties for a one year term. Year-end records and information will be given to the newly elected officers.

Officers:

3.1 President

Duties: Conduct meetings, schedule meetings and speakers, provide a calendar of meetings and speakers for the membership, and oversee responsibilities of both the elected and appointed officers.

3.2 Vice President

Duties: Assist the President, direct the service project, maintain service record of members.

3.3 Secretary

Duties: Record and distribute minutes of meetings to be approved by members and fulfill any clerical duties that may arise.

3.4 Treasurer

Duties: Work with the Co-Sponsors to maintain a record of all dues. The fiscal year will run from June 1st to May 31st. All receipts and disbursements will be administered by the Co-Sponsor and/or Treasurer. Year-end records will be given to the Co-Sponsor.

3.5 Historian

Duties: Create a scrapbook of meetings, activities, speakers, and members.

Article IV - Appointed Office The President may appoint members to the following positions for a one year term. The appointed officers will be required to attend the TWC council meetings as requested by the President:

4.1 Photographer

Duties: Take pictures for scrapbook and any promotional material

4.2 Service Project Chair

Duties: Research and present the service project choices for the following Year.

4.3 Installation Chair

Duties: Plan installation ceremony, e.g., location, speaker and/or activity, date, time, refreshments, and invitations.

Article V - Elections

- 5.1 Nominations for officers will be held during the induction ceremony each year. Elections will be held every fall to vote on officers for the year.

- 5.2 All candidates must meet membership prerequisites (e.g., test score qualifications) to run for office.
- 5.3 Elections will be held by secret ballot and the TWC Sponsor and Co-Sponsor will tally all the votes.
- 5.4 The candidate who receives the majority of votes will win that office.
- 5.5 In case no one receives a majority of the votes the top two finishers will get an opportunity to make a speech and another vote like the previous one will occur.
- 5.6 If a candidate violates proper voting procedure (e.g., by casting more votes than the one to which he is entitled), the candidate shall forfeit any position to which he may have been elected and withdraw from running for any other elected office that year. If a member who is not a candidate violates proper voting procedure, he shall not be permitted to receive an appointed position that year.
- 5.7 The newly elected officers will assume responsibility for their office upon their election.

Article VI - Vacancies

- 6.1 If the office of the President should fall vacant, the Vice President will assume his office.
- 6.2 If other offices fall vacant, they shall be filled by the general election process as described in Article V.

Article VII - Meetings

- 7.1 The TWC will meet when necessary during the months of September through May.
- 7.2 A meeting will be held in October to elect new officers who will serve for the next school year.
- 7.3 A quorum of 25% of all members is required for the transaction of business at any meeting.
- 7.4 Special meetings may be held as deemed necessary by the President.
- 7.5 The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the TWC in all cases to which they are applicable and in which they are not inconsistent with these by-laws and any special rules of order the TWC may adopt.

Article VIII - TWC Council

- 8.1 The TWC council may meet prior to any of the TWC meetings.
- 8.2 A quorum of 40% of all members is required for the transaction of business at any meeting.
- 8.3 Special meetings can be held as deemed necessary by the President.

Article IX - Service Project

- 9.1 The service project and the requirements will be established by a majority vote of the active members each year.
- 9.2 Each member will be expected to fulfill the service project requirements.

Article X - Membership Requirements

- 10.1 Must be a homeschooled student in 9th-12th grade
- 10.2 Provide test scores from one of the following tests:
Stanford Achievement (90% Composite Score), California Achievement (90% Composite Score), Iowa Achievement (90% Composite Score), SAT (1800), ACT (26), PSAT (180: Verbal, Writing, and Math only).
- 10.3 Provide letter of recommendation from a pastor and another community leader.
- 10.4 Annually: Fulfill the service project requirements. This is 40 hours a year with 15

hours dedicated to the annual NHS project which is decided by the NHS members, that benefits the homeschool community. Regarding the remaining 25 hours of community service, a written recognition statement is preferred to show that you have completed your hours on behalf of the NHS. The hours must be completed and documented before May 15th in order to be in good standing at graduation and walk with the NHS honor cords.

- 10.5 Each year, the member and one parent must turn in a signed acknowledgment of having read and accepted the by-laws .
- 10.6 Pay annual dues of \$25.00 by October 1.
- 10.7 Submit a written Christian testimony with dues upon induction.

Article XI - Application Deadline

- 11.1 Applications for membership will be accepted until October 1.

Article XII - Active Membership

- 12.1 An active member is anyone who has met the membership requirements and paid their dues.

Article XIII - Dues

- 13.1 The TWC may charge membership dues.
- 13.2 Dues are set by Teenworks.

Article XIV - Amendments

- 14.1 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 have been given in writing to all members at least one week in advance.
- 14.2 These by-laws may be amended by a 2/3 majority of the votes cast.

Article XV - Dress Code and Conduct

- 15.1 Modest and appropriate dress is required at all functions. Improperly dressed members will not be allowed to attend the function. At all official functions, such as the state's home school convention, NHS t-shirts must be worn.
- 15.2 I Timothy 4:12 will be the standard of conduct: "Let no one look down on your youthfulness, but rather in speech, conduct, love, faith and purity, show yourself an example of those who believe."