**The Bylaws of the Eta Sigma Alpha**

**National Homeschool Honor Society**

**Lambda Omicron Chapter**

**(Amended 8/02/18)**

**ARTICLE I - Name**

This organization, as a chapter of the Eta Sigma Alpha National Homeschool School Honor Society, shall be called the Lambda Omicron Chapter of CHESS. For simplicity’s sake, it shall be termed Lambda Omicron.

**ARTICLE II- Mission Statement**

The purpose of Lambda Omicron is to encourage scholarship among homeschool students who are enrolled at CHESS. To achieve this purpose, Lambda Omicron shall provide opportunities for the development of leadership and service. Lambda Omicron shall encourage the development of an intellectual climate that will stimulate the exchange of ideas and ideals, foster scholarship, and promote academic excellence.

**Article III- Membership and Joining:**

**Section 1:** Homeschool Eligibility – Only those students who meet the HSLDA definition of a home schooler are eligible for ESA membership. This rule states that a student must complete 50% of his/her studies at home under the direct supervision of the parent. Co-ops, group classes, and even community college courses are acceptable as long as the 50% rule is followed. Students enrolled in public school programs, charter school programs, full-time college programs, or other programs where more than 50% of the school time is spent in the supervision of a school setting or where the public school receives 50% funding for the student's attendance or where the public school system, umbrella school, on-line school assigns the grades without parent participation, are not eligible for ESA membership. (See HSLDA's webpage at www.hslda.org for more info.) http://www.etasigmaalpha.com/membership/

**Section 2**: A test score of one of the following is required for ESA membership:

* 88 (CLT),
* 91 (CLT 10);
* 1200 (SAT),
* 1200 (PSAT),
* 1170(PSAT 10),
* 1090 (PSAT 8/9 for a 9th grade student),
* 1020 (PSAT 8/9 for an 8th grade student);
* 26 (ACT),
* 26 (Pre-ACT 10);
* a 90% composite score on the total battery Iowa ITBS or ITED); \*
* 90% on the total battery (the score listed under the National PR-S column) on the Stanford; or \*
* 90% total score (listed under the NPR column) on the Terra Nova 2 (CAT 6) 2nd Edition nationally normed standardized achievementtests**\***

**Regarding Tests:**

* **When taking the Iowa ITBS, Iowa ITED, Stanford or Terra Nova 2 (CAT 6) the complete battery including science, social studies, language arts, spelling, reading, mathematics, and vocabulary must be taken. We do not accept the basic battery or core battery for admission.**
  + 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!
  + \* 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 must 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.**

**Section 3:** All students applying to Lambda Omicron for the first time shall pay $25.00 to join. The annual fee for first time members includes an honor society t-shirt. Make checks payable to: Tara Taylor and include check with your new or returning student application and all required documents.

New applications and supporting documents are due by September 19, 2018 to be considered for membership for the 2018-19 academic school years. New members will be notified of their acceptance by September 28th, 2018 in order to insure attendance at the first meeting, October 1, 4:30 p.m.

**Section 4:** All returning members shall, by September 19, 2018:

* Submit an updated current transcript showing their high school grade point average is at least 3.5 on a 4.0 scale ( or 3.75 if weighted).
* Pay a $15.00 annual fee at the start of each school year.

**Section 5:** Upon joining Eta Sigma Alpha and being inducted into Lambda Omicron, the student becomes a member in full standing of Lambda Omicron.

**Section 6:** To remain in good standing, all members shall attend six out of the eight monthly meetings, complete 20 service hours (group and individual combined), and participate in a minimum of three group service projects. All members are encouraged to attend the yearly CHESS Expo and Open House events to advertise and recruit new ESA members, and to serve in the set-up and efficiency of the events.

**Section 7:** All members shall make every effort to participate in as many group service projects as Lambda Omicron organizes with a minimum of three service projects per year. A service project shall be defined as a project that aids an organization that serves the greater community with a minimum participation requirement of two active Lambda Omicron members.

**Section 8:** All members in good standing and who have met the requirements set forth in Article III are eligible to run for any office for which they meet the qualifications in Lambda Omicron. All members have the right to participate fully in the meetings and activities of Lambda Omicron.

**Section 9:** Upon graduating from their senior year of high school, active membership of Lambda Omicron shall be discontinued.

**ARTICLE IV: Lambda Omicron Chapter Officers and Duties**

**Section 1: Leadership Structure -** There shall be five officers consisting of a president, vice-president, secretary, treasurer, and historian for a term of one academic year. There will two to four adult chapter advisors. In addition to the advisors, parents of members provide support for projects and meetings as needed to meet the requirement of two adults present per gathering. Officers will have a brief monthly planning meeting (in person at CHESS or by phone) with an advisor the week prior to the regular monthly meeting. Officers will be nominated and elected at the May meeting for the following year. Members can nominate themselves. At the May meeting prior to the vote, candidates will share their reasons for desiring to be considered for an officer position. The election will take place by secret ballot. Votes will be counted by two advisors and results announced at the end of the May meeting. One planning meeting of advisers and officers is required before the first meeting of the school year.

**Section 2: The President** shall create meeting agendas, run the meetings, oversee the other officers by verbally checking in with each on a monthly basis, secure student or visiting speakers for at least 6 of the monthly meetings and coordinate monthly with at least one Lambda Omicron advisor. The monthly meeting agenda is to be published the Friday before the monthly meeting. The president shall also be responsible with an advisor for notifying students who are not in good standing of their probationary status. The president shall head up one service project that offers member participation and is expected to participate in as many of the Lambda Omicron sponsored service projects as possible, with the minimum being 3 projects and 20 hours. The president shall work closely with the vice-president in the event that he/she has to miss a meeting to ensure the meeting is led well and an agenda is published.

**Section 3: The Vice-President** shall oversee all service projects by verifying the leader’s plan of action, collect and record service hours from members at each meeting, communicate service opportunities to the members, and fill in for the president if he or she is unable to attend a meeting. The vice-president shall also be responsible for notifying students of their service hour status and assist students in obtaining their necessary hours. The Vice-President shall head up one service project that offers member participation and is expected to participate in as many of the Lambda Omicron sponsored service projects as possible, with the minimum being 3 projects and 20 hours.

**Section 4: The Secretary** shall take detailed minutes on the proceedings of each meeting and distribute them to the Lambda Omicron Chapter within a week of the meeting. The secretary will record member attendance at all Lambda Omicron service events and meetings, and maintain membership records to be shared with Vice President for service hour’s validation. The secretary will help to maintain the roster created by CHESS Coordinator, using this for accurate attendance records at meetings and service events. The Secretary shall head up one service project that offers member participation and is expected to participate in as many of the Lambda Omicron sponsored service projects as possible, with the minimum being 3 projects and 20 hours.

**Section 5: The Treasurer** shall collect and log chapter dues and fees, and in conjunction with advisors, keep accurate account records of any incoming assets as well as expenses for any events and fundraisers. The treasurer will also coordinate snack sign-up and reminders for members to bring snacks to the meetings and be sure all necessary accessories for food service are provided. The treasurer shall head up one service project that offers member participation and is expected to participate in as many of the Lambda Omicron sponsored service projects as possible, with the minimum being 3 projects and 20 hours.

**Section 6: The Historian** shall take and solicit photographs of the meetings, service projects and social gatherings sponsored by Lambda Omicron. The historian is responsible for maintaining a scrapbook with visual and written details of group activities and a roster of yearly members. The scrap book must be up to date and available for the yearly spring CHESS Expo and Open House and be finished for the May meeting. The Historian will assign and schedule members in teams to run an icebreaker or game for each monthly meeting, ensure the team is reminded and assists in meeting set up in a timely manner. The historian shall head up one service project that offers member participation and is expected to participate in as many of the Lambda Omicron sponsored service projects as possible, with the minimum being 3 projects and 20 hours.

**Section 7: Candidacy for Office -** To be considered a candidate for office in Lambda Omicron, a person must meet the following criteria:

• Be a member of the Lambda Omicron Chapter in good standing and have completed all general membership requirements.

• Be willing to plan and implement a Lambda Omicron service project.

• For positions of President and Vice-President, be a rising Junior or Senior.

Officers’ terms begin upon election and terminate at the end of the school year with new elections. Officers must be available for monthly group and advisor meetings.

**Section 8: Elections -** Nominations for officers shall be taken from any person on the floor, even oneself. A nominee may accept or reject the nomination. The voting shall take place by secret ballot even if no positions are contested. Only Lambda Omicron members, including seniors in good standing, may cast ballots. Lambda Omicron advisers will tally results, which will be announced within 24 hours of the conclusion of elections.

**Section 9: Vacancies -** If a vacancy arises, the advisors may temporarily appoint a replacement. At the next meeting, an election shall take place to fill the vacancy.

**Section 10: Multiple Offices -** A member may not hold more than one of the offices of president, vice president, secretary, or treasurer, at a time.

**ARTICLE V: Meeting Protocol**

**Section 1:** One or two officer planning meetings will take place at the end of August and or mid-September.

**Section 2:** All member meetings shall be on the first Monday of each month for the academic year beginning in October from 4:30-5:45 pm.

**ARTICLE VI: Commitment of Members**

**Section 1:** Attend at least six of the eight scheduled meetings. Share in the group’s responsibilities by signing up for and bringing meeting snacks, planning and organizing icebreakers/games, and participating in social events when possible. Participate in and/or help plan social events when possible. Make every effort to attend and support the CHESS Expo and Open House.

**Section 2:** Uphold the ideals of leadership and service, maintaining high scholastic and social standards. (3.5+ GPA on a 4.0 scale or 3.75 on a weighted)

**Section 3:** Actively participate in a minimum of three Lambda Omicron sponsored service projects per academic year and complete a total of 20 service hours (group and individual combined).

**Sections 4:** Pay yearly dues of $25 (new members), $15 (returning members).

# ARTICLE VII: Probation

**Section 1: Grounds for Probation –** a member shall be put on probation if they fail to meet either the minimum meeting attendance requirements or the minimum service project participation requirements as laid out in Article III. A member shall be put on probation for any academic or behavioral suspension as given by the CHESS administrator.

**Section 2: Administration of Probation –** The member on probation shall receive a phone call or email from the president informing them of their status and laying out the requirements that must be completed to regain status as a member in good standing.

**Section 3: Requirements –** If a member is on probation for failing to attend the required number of meetings, they shall be required to attend all future scheduled meetings and write up a 1000-word report on a subject that an advisor deems suitable. If a member is on probation for failing to attend the required number of service projects, they shall be required to add 5 volunteer hours to the regular yearly 20 hour requirement for a total of 25 hours. If a member is on probation for CHESS administration suspension, the requirements for being reinstated as a member in good standing shall be laid out by the CHESS Administrator.

**Section 4: Dismissal –** Failure to complete the terms of probation may result in the member being dismissed from Lambda Omicron.

# ARTICLE VIII: Dismissal of Members

**Section 1: Grounds for Dismissal –** Students may be dismissed from Lambda Omicron for failing to complete the terms of probation as laid out in Article VII, or for being found engaging in any form of academic dishonesty (i.e. plagiarism, cheating, etc.).

# ARTICLE IX: Amending Bylaws

**Section 1:** Lambda Omicron Bylaws shall be reviewed and modified as needed.

August 9, 2018 BH