

***[NAME OF SCHOOL]* CHAPTER**

**NATIONAL STEM HONOR SOCIETYTM**

**SAMPLE CHAPTER ADVISORY Council BYLAWS**

Name of School Chapter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Advisor First and Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Advisor Email Address and Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Director First and Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Director Email Address and Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**THE CHAPTER ADVISOR [*AND ADVISORY Council]***

Section 1. The Chapter Director shall appoint annually an individual or organization as the Chapter Advisor. The Chapter Advisor may serve consecutive terms. The appointment of the Chapter Advisor shall be in accordance with the existing rules and regulations of the school.

Section 2. The Chapter Advisor shall be responsible for the direct, day-to-day supervision of the Chapter, and shall act as a liaison between faculty, administration, students, and community.

Section 3. The Chapter Advisor shall maintain files on membership, chapter history, activities, and financial transactions. The Chapter Advisor shall send an annual report to NSTEMTM on an NSTEM approved form.

Section 4. The Chapter Advisor frequently shall review each member of the Chapter (“Member”) for compliance with the standards and obligations of NSTEM and the Chapter.

Section 5. The Chapter Advisor shall pre-approve all STEM enrichment activities, as described in Article 4, Section 2(c) below, that are provided by any organization or group other than the Chapter or its sponsoring school. The Chapter Advisor shall approve such activities as being age and content appropriate for a STEM enrichment activity.

Section 6. Chapters can prorate the requirements of their members if a Chapter is created after the school year is in progress.

*[Optional if the Chapter will have officers:*

*Section 7. The Chapter Advisor shall manage the officers of the Chapter (“Officers”) as described in Article 7. ]*

*[Optional if the Chapter will have an Advisory Council:*

*Section 8. The Chapter Advisor, with the approval of the Chapter Director, shall form an Advisory Council consisting of the Chapter Advisor and [ \_\_\_\_] other individuals who shall be [STEM] faculty members, Chapter Officers, and counselors. The role of the Advisory Council shall be to elect students for membership and to determine awards and recognition.]*

Section 9. The Chapter Advisor shall be entitled to one vote and may cast that vote on each matter submitted to a vote of the Council. Absentee ballots are prohibited. An alternative representative may not cast a vote in the absence of the member.

Section 10. The Chapter Advisor will no longer be a member when they cease to be a resident of the school or fail to meet the membership requirements. The Council, by a vote of two-thirds of all members, can suspend or expel a member.

Section 11. An Advisory Council member may terminate his or her membership by submitting a letter of resignation to the Chapter Director.

Section 12. The Council shall hold regular meetings at [time], approximately once per month. Special meetings may be called by the Chapter Director or by majority vote of the Council.

Section 13. Final authority on all activities and decisions of the chapter is agreed upon by the school principal.