

*By-laws Zeta Mu Chapter  
Eta Sigma Alpha National  
Home School Honor Society*

ARTICLE I

Section I. Name

The name of this organization shall be known as Eta Sigma Alpha, Zeta Mu Chapter.

Section II. Membership

A. Eligibility: Students may apply in their 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade year by the end of October. Membership is open to all students whose families are members of Tuscaloosa Home Educators and who provide the following:

1. A completed application form which includes the applicant's parent/legal guardian's signature certifying that the student is at least 51% homeschooled.
2. A test score of one of the following:

26 (ACT)

1200 (SAT)

1200 (PSAT)

a 90%tile NPR on the composite battery of the Iowa or Stanford

1170 (PSAT 10)

1090 (PSAT 8/9)

26 (Pre-ACT 10)

88 CLT

91 CLT 10

A copy should be presented to a sponsor for verification. The test score must not be more than one year old.

3. Letter of recommendation from the applicant's parents/legal guardian or another adult.

B. Process of Application: Applicant's criteria should be emailed, mailed, or presented at the first chapter meeting of the new year for review by the chapter's sponsor(s).

C. Members must attend at least one of the two semester meetings.

D. Members must also serve 10 hours in service projects annually, either with the Zeta Mu Chapter or independently. A member may not count the same service hours for two different clubs or organizations, and a member may not have more than 5 hours from any organization annually. A signed volunteer form or a letter of validation from the work site must also be submitted for independent hours.

### Section III. Dues

There will be a \$10 per member annual fee that shall be due to the Zeta Mu Chapter Treasurer, either within one month of being accepted into the chapter, or within one month of the beginning of the school year.

### Section IV. Mission

The purpose of Eta Sigma Alpha National Home School Honor Society, Zeta Mu Chapter (ESA), shall be to recognize and encourage scholarship among home school students. To achieve this purpose, ESA shall provide opportunities for the development of leadership and service.

### Section V. Meetings

A. Meetings will be held once each semester.

B. The standard ESA year shall begin at the beginning of the school year and shall end approximately at the close of the school year.

C. A quorum shall consist of 50% of the registered membership. A quorum must be present to hold a meeting or to vote on any item.

### Section VI. Election of Officers

A. New officers will be chosen by a quorum of 50%.

B. Any member is eligible for an office, except that of President. Only members who have been members of ESA for at least one year may be nominated for the office of President.

C. Members who desire to be an Officer shall inform the sponsor(s). They will then make a campaign speech to the membership at a meeting or portion of a meeting designated for that purpose.

D. Election shall take place through secret ballot at the conclusion of the campaign speeches.

E. All members shall have one vote. The President shall not vote unless in the case of a tie.

F. An officer may be removed from his/her position by a unanimous vote.

G. If in the event an officer resigns from his/her position; the remaining officers shall vote on a replacement. In the event of a tie vote, the sponsor(s) will break the tie.

### Section VII. Duties of Officers

#### A. President

1. The President shall preside at all meetings of Zeta Mu Chapter (ESA).

2. The President shall suggest and he/she shall approve group service projects to be offered. He/she shall also accept suggestions from the membership on group projects.

B. Vice-President

1. The Vice-President shall occupy the chair in the absence of the President or upon his/her request and assist in the discharge of his/her duties as needed.

C. Secretary

1. The Secretary shall keep a true and correct record of all the proceedings and minutes of Zeta Mu (ESA) as well as a record of attendance.

2. The Secretary shall serve as communication coordinator and shall be responsible for providing a copy of meeting minutes to the membership. This may be accomplished through email or other forms of communication.

D. Treasurer

1. The Treasurer shall receive all monies and give them to the sponsor to deposit in the bank.

G. Chaplain

1. The Chaplain shall recite or lead invocations and benedictions where such prayers are offered at the opening and closing of meetings or at other events such as graduations.

## ARTICLE II

### Section I. By-laws

The by-laws may be amended at any regular or special meeting. 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.

Revised May 2018