



February 11, 2016

Dear _____ and parent/ guardian of student,

Congratulations. A review of your academic record indicates that you have achieved on a 4.0 scale, a grade point average of at least 3.30 or better during your years at Smith Vocational & Agricultural High School. We congratulate you on your achievements.

The National Honor Society invites you to be considered for membership. The qualifications for membership are scholarship (GPA of 3.3 or better and/or the top 20% of the class), and demonstration of character, leadership and service. All four requirements are of equal weight, and a final selection will be made by the National Honor Society Faculty Committee.

If you wish to be considered for membership, please **complete the attached forms along with two letters of recommendation to Ms. Dandrea no later than Friday March 4, 2016.** Two letters of recommendation must come from two school faculty members (one academic and one vocational). An additional recommendation from a community member is welcomed to be included in your application, as well. Community member recommendations should not come from family members or family friends; examples of sources for community recommendations are Girl Scout leader or Volunteer Fire Department Captain. Application packet forms are also available at smithtec.org. **If you do not wish to be considered, please inform Mrs. Dandrea by March 4, 2016.**

You will receive written notice of acceptance or denial by letter sent to your home by March 23, 2016. If accepted you, are asked to attend the **SVAHS National Honor Society Induction Ceremony on April 6, 2015 6:00-7 pm** in the SVAHS cafeteria. Family and friends are invited to attend the Induction Ceremony and light refreshment reception that follows the Induction. Additional information details about the Induction Ceremony will be given at a later date.

If you have any questions, please see Ms. Dandrea before or after school in B 167 or at pdandrea@smithtec.org, 413-587-1414, ext. 3543. Students' application materials (letters of recommendation and activity form) can be submitted to Ms. Dandrea in B 167 or Ms. Klepacki in the Main Office.

Congratulations,

Principal Andrew Linkenhoker

Ms. Patricia Dandrea- NHS Adviser

Smith Vocational and Agricultural High School National Honor Society Application Checklist

1. Completed Student Activity Information Form (typed or blue/black ink) _____
2. SVAHS National Honor Society Understanding and Agreements _____
3. Academic Teacher Recommendation, completed and in sealed envelope _____
4. Vocational teacher recommendation, completed and in sealed envelope. _____
5. Optional community member recommendation, completed and in sealed envelope. _____
6. Obtained all necessary signatures _____
7. Application, signatures, and recommendations are in included. _____
Teacher recommendations may be submitted directly to Mrs. Dandrea or her mailbox. Application is neatly written, no word cross outs; check for correct spelling.

Contact Mrs. Dandrea for questions. pdandrea@smithtec.org or 413-587-1414, ext.3543

Smith Vocational and Agricultural High School
Chapter of the National Honor Society

Student Activity Information Form

Directions: Please complete all sections. Do not be modest. Every bit of information can be used by the faculty council to assist with the selection process. Completion of this form does not guarantee selection. Be sure to complete pages 1-3 of Information Form.

Name: _____

Co-curricular activities:

List all activities in which you have participated during high school. Co-curricular means activities you participated that were connected to a school club or organization. Include clubs, teams, groups, etc. and major accomplishments or awards in each.

Activity	9	10	11	12	Accomplishments

Leadership Positions:

List all elected or appointed leadership positions held in school, community, or work activities. Include only those positions in which you were directly responsible for directing or motivating others. Examples: Skills or FFA officer, club officer, team captain, community leader, work manager.

Leadership Position	9	10	11	12	Activity or Organization

Community & Service Activities:

List community and service activities in which you have participated and note any major accomplishment in each. These should be any activities inside and outside of school in which you participated for the betterment of your community. For example, church groups, clubs sponsored outside in the school. Boy or Girl Scouts, volunteer groups, or community art endeavors, and school service hours.

Service Project or volunteering	9	10	11	12	Activity or Organization

V. Recognition and Awards:

List below any honors or recognitions that you have received.

Recognition or Award	9	10	11	12	Group or Organization

SVAHS National Honor Society Teacher Recommendation- ACADEMIC

Student: _____ Printed teacher name _____

You are being requested to complete an evaluation on a student as part of the NHS appeal process. Please fill out the form below and return this form to Mrs. Dandrea in Main Office mailbox **by Friday March 4, 2016**. Your responses are kept confidential and will be reviewed by the Faculty Council and, if necessary, the principal.

In order to make sound decisions in the selection process for membership in the National Honor Society, the Faculty Council would appreciate your candid assessment of this student. The four pillars of NHS are scholarship (GPA of 3.3 = 90 or above and/or top 20% of class), leadership, character, and service. Please fill out the following chart. Your response should be as objective as possible.

Rate this student on a scale of 1-5. 1 (below average), 2 (average), 3 (above average), 4 (well above average), 5-excellent (one of the top 10% encountered in my career)

Moral and Ethical	1	2	3	4	5
Cooperative	1	2	3	4	5
Honest	1	2	3	4	5
Reliable	1	2	3	4	5
Leadership	1	2	3	4	5
Courteous	1	2	3	4	5
Concern for others	1	2	3	4	5
Respect for others	1	2	3	4	5
Appropriate conduct	1	2	3	4	5
Receptive to criticism	1	2	3	4	5
Motivation /enthusiasm	1	2	3	4	5
Communication	1	2	3	4	5
Potential for growth	1	2	3	4	5

In the space below or on a separate sheet of paper, please include any other information about this student that you think helpful to the Faculty Council during the selection process.

Teacher signature /date _____

SVAHS National Honor Society Teacher Recommendation VOCATIONAL

Student: _____ Printed teacher name _____

You are being requested to complete an evaluation on a student as part of the NHS appeal process. Please fill out the form below and return this form to Mrs. Dandrea in Main Office mailbox **by Friday March 4, 2016**. Your responses are kept confidential and will be reviewed by the Faculty Council and, if necessary, the principal.

In order to make sound decisions in the selection process for membership in the National Honor Society, the Faculty Council would appreciate your candid assessment of this student. The four pillars of NHS are scholarship (GPA of 3.3 = 90 or above and/or top 20% of class), leadership, character, and service. Please fill out the following chart. Your response should be as objective as possible.

Rate this student on a scale of 1-5. 1 (below average), 2 (average), 3 (above average), 4 (well above average), 5-excellent (one of the top 10% encountered in my career)

Moral and Ethical	1	2	3	4	5
Cooperative	1	2	3	4	5
Honest	1	2	3	4	5
Reliable	1	2	3	4	5
Leadership	1	2	3	4	5
Courteous	1	2	3	4	5
Concern for others	1	2	3	4	5
Respect for others	1	2	3	4	5
Appropriate conduct	1	2	3	4	5
Receptive to criticism	1	2	3	4	5
Motivation /enthusiasm	1	2	3	4	5
Communication	1	2	3	4	5
Potential for growth	1	2	3	4	5

In the space below or on a separate sheet of paper, please include any other information about this student that you think helpful to the Faculty Council during the selection process.

Teacher signature /date _____

Smith Vocational and Agricultural High School National Honor Society Candidate

Community Member Recommendation Form

I, _____, am being considered for membership in the Smith Vocational and Agricultural High School Chapter of the National Honor Society. Please fill out the information below and return it to me (the student) or return directly to Mrs. Patricia Dandrea, NHS Advisor, SVAHS 80 Locust Street, Northampton, MA 01060 by **Friday March 4, 2016**.

Please evaluate the categories below on a scale of 0 to 4, with 4 being the highest. In addition, please note that your comments are critical for a fair evaluation of the student.

CHARACTER: 0 1 2 3 4

Comments: _____

SCHOLARSHIP: 0 1 2 3 4

Comments: _____

LEADERSHIP: 0 1 2 3 4

Comment _____

Evaluator's name/position or relationship to candidate (print)

Evaluator's signature: _____

Contact info phone or email _____

Name _____ (print)

**Smith Vocational & Agricultural High School
National Honor Society Understanding and Agreements**

As a member of the Smith Chapter of the National Honor Society, I understand I am expected to uphold the following to the best of my ability:

1. **Academic Achievement:** a cumulative minimum average of 3.3 needs to be maintained each term. In addition, grades below an 80 shall be brought before the Faculty Council for review. Students will have meeting to discuss plan to maintain academic scholarship.
2. **Community Service:** A total of 20 hours/ per year of community service is required once a member. A minimum of 7 hours per term needs to be completed for each of the three terms. Documentation forms are available and submitted to NHS faculty adviser. A maximum of 10 hours of community service can be served at after school sponsored activities and/or events servicing Yearbook, Skills, and FFA. Half of community service needs to aid some sort of non-profit organization.
 - a. **During the summer:** you need to perform some sort of service to a group or cause, but the hourly commitment is open.

ALL COMMUNITY SERVICE NEEDS TO BE SIGNED-OFF BY A RESPONSIBLE ADULT in the organization you helped AND PRESENTED TO THE ADVISOR.

3. **Leadership:** demonstrated leadership within the school community and/or greater community.
4. **Character:** demonstrated character as set out in the school handbook and as discussed during group meetings needs to be maintained. Within the school community and greater community, members are expected to be role models for other students.
5. **Chapter loyalty: Meetings will be held every other week before school for a half hour, during the 10/12 academic week.** When a member misses a meeting, they are expected to contact the adviser within 48 hours to discuss the meetings business. When three meetings have been missed without contacting the adviser, the Faculty Council will review the situation and/or the student will receive a warning letter.

I understand the responsibilities and expectations as a member of the Smith Vocational and Agricultural High School Honor Society.

Member signature _____ Date _____

Parent signature _____ Date _____

Created 2/11/16 mpd