

Guide to Establishing a Successful Chapter

Preparing to Start or Renew a NAHS/NJAHS Chapter

1. Join NAEA:

If you're currently not a member or your membership expires before June 30, [join or renew today!](#)

2. Start or Renew a Chapter:

Renew an existing chapter, start a new chapter, or email nahs@arteducators.org if you are not sure if your school has ever had a chapter.

- **School Approval:** If your school doesn't have an NAHS/NJAHS chapter, gather resources and benefits information to present to school administrators to get approval. [Find resources here](#) that include a list of benefits for students, sponsors, and a letter of support.

3. Nominate and Select Members:

- Review the NAHS Handbook and NAHS/NJAHS Program Constitution for membership requirements.
- Membership is based on art scholarship, service, and character.
- Candidates must have completed at least one semester of high or middle school art and maintain a B average in art courses.
- Be nominated by an art faculty member.
- Members may remain active in the chapter even if art is not currently in their course schedule.
- Student Membership Form: Adapt and use the sample student membership form provided, ensuring it reflects your chapter's specific participation requirements and renewal/new member processes. These forms are not to be sent to NAEA; they are for sponsor use only.

4. Getting Started:

- **Setting Up Communication:** Select a communication platform for members. This can include an email list or communication platform (e.g., Google Classroom) for NAHS updates and material downloads.
- **Calendar Planning:**
 - Establish a consistent day/time for meetings (e.g., first Thursday of each month after school).
 - Schedule major events throughout the year. Consider planning for events each month, quarter, or semester.
 - Organize activity periods, drop-in sessions, and workshops based on student interests and community needs.
- **Electing Officers:** Finalize a list of officer duties and nominate candidates for President, Vice President, Secretary, Treasurer, and additional positions based on chapter needs. Consider conducting elections using a Google Form and encourage candidates to submit statements.

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NAEA National Art Honor Society Timeline

Induction Ceremony:

- Schedule the ceremony in late January/early February.
- Secure a suitable venue, such as a school auditorium or community library.
- Print Award Certificates for NAHS and NJAHS members.
- Customize the ceremony script and presentation to fit your chapter's preferences.

Community Art Projects:

Incorporate community art service learning projects in your chapter to foster creativity and positively impact the broader community.

Field Trips:

Plan a yearly field trip to a museum, art college, or related destination (adjust based on funding availability).

Fund-Raising:

Organize an annual fund-raiser. Reference the NAHS handbook for fund-raising ideas and provide fund-raising goals to help.

Chapter Promotion:

Have a regular column in the school newspaper or PTA newsletter concerning chapter activities. Create a website and active social media presence for your chapter, showcasing ongoing projects, events, student art, and accomplishments to engage the community and build support.

Utilize NAHS Opportunities:

- Submit articles and member artwork for NAHS News.
- Encourage seniors to apply for NAHS scholarships.
- Participate in the annual NAHS Juried Exhibit.
- Nominate outstanding NAHS chapter members and NAHS/NJAHS sponsors for national awards.

Access NAHS Resources:

Visit the NAHS site's downloads page for helpful resources.

Seek Support:

Consider joining the NAHS Collaborate Group for additional support and collaboration with other art educators. Contact NAEA's NAHS Program Coordinator for support at NAHS@arteducators.org.



Left to Right: All Saints Academy - Winter Haven, FL; East Central High School - San Antonio, TX; Carteret High School - Carteret, NJ