



Newman Middle School National Junior Honor Society Chapter By-Laws



ARTICLE I NAME AND PURPOSE

- Section 1.** The name of this organization shall be the Newman Middle School Chapter of the National Junior Honor Society (NJHS).
- Section 2.** The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, to develop character, and to encourage citizenship.
- Section 3.** NJHS is a program of the National Association of Secondary School Principals (NASSP), 1904 Association Drive, Reston, VA 20191-1537, a 501(c) (3) not-for-profit association.

ARTICLE II THE PRINCIPAL

- Section 1.** The Principal shall reserve the right to approve all activities and decisions of the Chapter.
- Section 2.** The Principal shall annually appoint a Chapter Advisor and the Faculty Council who may serve consecutive terms.
- Section 3.** The Principal shall be a part of the local school district appeal process for non-selection or dismissal cases.

ARTICLE III THE CHAPTER AND ADVISOR

- Section 1.** The chapter advisor shall be responsible for the direct, day-to-day supervision of the chapter and act as liaison between faculty, administration, students, and community.
- Section 2.** The chapter advisor shall maintain files on membership, chapter history, activities, and financial transactions.
- Section 3.** The chapter advisor shall regularly review each member for compliance with Society standards and obligations.

ARTICLE IV FACULTY COUNCIL

- Section 1.** The faculty council shall consist of up to five voting faculty members appointed annually by the principal.
- Section 2.** The faculty council shall meet twice a year, at the beginning of the semester, to select members. Other meetings may be held as needed.
- Section 3.** The principal, advisor, and faculty council may develop and revise, when necessary, all chapter procedures for selection, disciplining, and dismissal of members.

ARTICLE V
MEMBERSHIP SELECTION

- Section 1.** Membership in the chapter is an honor bestowed upon a student. Selection for membership is by faculty council and is based on outstanding scholarship, character, leadership, service, and citizenship. Once selected, members have the responsibility to demonstrate these qualities.
- Section 2.** A National Junior Honor Society member who transfers to Newman Middle School and brings a letter from the former principal or chapter adviser to the Newman Middle School chapter adviser shall be accepted automatically as a member. Transfer members must meet all the chapter's standards within one semester in order to retain membership.
- Section 3.** To become eligible for membership students must be a student at Newman Middle School and must have a cumulative grade point average of at least 3.5 from the previous semester.
- Section 4.** Candidates who qualify scholastically shall then be evaluated on the basis of service, leadership, character, and citizenship. The selection of each member shall be based on a rubric with each candidate meeting a minimum score. If an applicant has a score of one based on negative behavior they will be automatically disqualified.
- Section 5.** There will be a spring induction that all candidates must be present for, unless they have a valid excuse, to be selected for membership into NJHS.

ARTICLE VI
MEMBERSHIP RESPONSIBILITIES

- Section 1.** Candidates are required to uphold all standards by which they were selected according to the NJHS Bylaws once they have been notified of qualifying for NJHS. Once inducted as full members, members must maintain the same standards by which they were selected.
- Section 2.** Members must maintain an overall GPA of 3.5 for each semester.
- Section 3.** Members must complete at least 10 community service hours each semester, for a total of 20 hours by the end of the school year. Service hours must be turned in to the chapter advisor by the last day of each semester in order to qualify. Service hours must be signed by someone other than a parent/guardian as proof of hours served. All service hours must be documented on the service hour sheet designated by the sponsor. If a member chooses to complete service hours over the summer, they may use these for the first semester requirement only. If a member chooses to complete service hours over the winter holiday break, they may use these for the second semester requirement only.
- Section 4.** Members must attend all official meetings of the chapter. Official meetings will be held once a month during first and second lunch. Each member may be absent up to 2 meetings for the school year. Failure to attend meetings may result in probation or impending dismissal from the chapter. In particular, when a member acquires his/her second unexcused absence from a chapter meeting, he/she will be placed on probation. Continued failure to attend meetings will result in dismissal.
- Section 5.** Attendance at the spring induction ceremony is required unless there is a valid excuse.

**ARTICLE VII
PROBATION AND DISMISSAL**

- Section 1.** The Faculty Council in compliance with the rules and regulation of the National Junior Honor Society shall determine the procedure of dismissal. Members who fall below the standards that were the basis for their selection shall be promptly warned in writing by the Chapter Advisor. A copy of the warning shall be signed by the member and his or her parent/guardian and returned to the Chapter Advisor. The member shall be placed on probation and given 9 weeks to correct the deficiency. At the end of the probation period, if the deficiency is not corrected, the member may be dismissed. A member can only be put on probation once. If a member falls under the probation period a second time they will be dismissed. In case of flagrant violation of the school rules or civil laws a member is subject to immediate dismissal.
- Section 2.** It is expected that National Junior Honor Society members will maintain the highest standard of behavior. Behavior referrals resulting from any violation of school code/policy are subject to review from the Faculty Council each semester. Members can be dismissed from the National Junior Honor Society if the Faculty Council deems that the degree or frequencies of such referrals are inappropriate to the integrity of the National Junior Honor Society.
- Section 3.** Violation of the law or school regulation can result in dismissal of a member. These violations include, but are not limited to, stealing, assault, destruction of property, cheating, truancy, or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities.
- Section 4.** An offender of the following infractions will receive a written warning notification: the use of profanity, bullying, failure to comply, unexcused absence, or excessive tardiness. If the member is involved in another violation, the member will be dismissed.
- Section 5.** A member who has been dismissed may appeal the decision of the Faculty Council to the school Principal. The Principal's decision is final.

**ARTICLE VIII
OFFICERS**

- Section 1.** Officer positions for this organization may include president, vice president, secretary, treasurer, and historian. Each officer shall be a member in good standing. 7th graders will be elected for the preceding year as 8th grade officers.
- Section 2.** The president shall preside over meetings, establish committees as needed, and monitor the status and follow through of all committee work.
- Section 3.** The vice president shall take over presidential duties when the president is unable to do so.
- Section 4.** The secretary shall record the minutes at meetings and keep attendance.
- Section 5.** The treasurer shall collect dues and maintain an accurate financial record.
- Section 6.** The historian shall take pictures of chapter activities, provide the local newspaper with information about activities, and maintain a scrapbook.
- Section 7.** Officers shall serve for one school year or until their successors are elected and installed.
- Section 8.** A majority of the votes cast shall be necessary to elect an officer.

**ARTICLE IX
MEETINGS**

- Section 1.** The Newman Middle School Chapter shall hold regular meetings. Meetings will meet monthly with regard to the school calendar.
- Section 2.** Special meetings may be called by the Chapter Advisor.

**ARTICLE X
ACTIVITIES**

- Section 1:** The chapter shall be involved in at least one service project during the school year.
- Section 2:** Each semester, members shall volunteer for said service activity and record the service on the service hour time sheet to go toward their community service hours. Service hour time sheets must be turned in by the end of each semester to the chapter advisor.
- Section 3:** All members shall regularly participate in these projects.
- Section 4:** These projects shall have the following characteristics: fulfill a need within the school or community, have the support of the administration and the faculty, be appropriate and educationally defensible, and be well-planned, organized, and executed.

**ARTICLE XI
AMENDMENTS**

These By-Laws will be reviewed annually by the Chapter Members. NOTE: BY-LAWS MUST BE CONSISTENT WITH THE NATIONAL JUNIOR HONOR SOCIETY CONSTITUTION AND HANDBOOK. Any recommended change must be approved by the faculty council and the principal. Upon approval of the recommended change, it will be reviewed and put to a vote by the membership. Two-thirds vote will establish a change. Sections dealing with revisions to the procedures for selection, disciplining, and dismissal of members can be changed only by the Faculty Council, though input from the chapter is allowed.

Adopted: January 15, 2016