

Central Junior High

BY-Laws

Alethea Chapter of the National Junior Honor Society

ARTICLE I: NAME AND PURPOSE

Section 1—The name of this chapter shall be the Alethea Chapter of the National Junior Honor Society of Central Junior High School.

Section 2—The purpose of this chapter shall be to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership, and citizenship, and to encourage the development of character in students of Central Junior High School.

ARTICLE II: MEMBERSHIP

Section 1—Membership in this chapter shall be known as active, honorary or probationary. Active members will participate in chapter activities and community service events. Honorary membership is reserved only for students that have transferred in from another school and have already been granted membership at the other school. Probationary membership status is given to those students who have fallen below the 3.25 GPA after initial membership has been granted or for members who are pending disciplinary action. Honorary members and Probationary members have no voting rights. Members placed on probation may not participate in chapter activities until active membership is restored.

Section 2—Membership in this chapter is an honor and a privilege bestowed upon deserving students by the faculty, and shall be based on the criteria of scholarship, service, leadership, citizenship, and character.

Section 3—Eligibility:

- a. Candidates eligible for election to the Alethea chapter must be members of the eighth grade class.
- b. To be eligible for selection to membership in this chapter, the candidate must have been in attendance for a period of one semester at Central Junior High School.
- c. Eighth grade candidates eligible for selection to the chapter shall have a fall semester GPA (8th grade year) of 3.25 out of 4.0. Ninth grade candidates will be considered to recognize their academic growth. All students who can rise in scholarship to or above such standard may be admitted to candidacy for selection to membership.
- d. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be considered based on the candidate's character, citizenship, leadership and service.
- e. Any eighth grade student that transfers in to CJHS during the spring semester may apply for honorary membership upon his or her request. Honorary candidates will have to meet all criterion listed for standard membership. Honorary membership will be granted on a case by case basis after an application has been made and all requirements have been met. Honorary membership status will be approved by the Principal, Chapter Adviser and the current NJHS board members.

ARTICLE III: Selection of Members

Section 1—The selection of members to this chapter shall be by a majority vote of the Faculty leadership team consisting of the current members of the Curriculum Council. The chapter adviser shall be involved during the selection process but only as a nonvoting member.

Section 2—Prior to selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine the scholarship criterion.
- b. Students ("candidates") who have met the scholarship criterion shall be notified and asked to complete and submit the Candidate application packet for further consideration for selection.
- c. Candidates will be completely responsible for the gathering and the prompt return of the application packet to the chapter adviser on or before the announced deadline of each year.
- d. The Curriculum Council shall review the Student Activity Information Form and the three recommendation forms in order to determine a candidates membership.

Section 3—The selection of new active members shall be held once a year during the second semester of the school year.

Section 4—Candidates become members when inducted at a special ceremony held at the end of the second semester.

Section 5—Once selected and inducted, all members are expected to maintain the standards by which they were selected and maintain all obligations of membership.

Section 6—An active member of the National Junior Honor Society who transfers from CJHS to another a school can request a letter from the chapter adviser indicating the status of his or her membership.

Section 7—An active member of the National Junior Honor Society who transfers to Central Junior High School will be automatically accepted for membership in the Alethea chapter. Transferring members will be required to sign the Alethea Chapter's by-laws upon acceptance.

ARTICLE IV: DISCIPLINE AND DISMISSAL

Section 1—Any member who falls below the standards of scholarship, leadership, character, citizenship, or service may be considered for dismissal from the Alethea chapter of the National Junior Honor Society. A member of the National Junior Honor Society is expected to maintain his or her academic standing and take an active role in service and leadership to his or her school and community.

Section 2—If a member's cumulative GPA falls below the standard in effect when he or she was selected (3.25), he or she will be given a written or verbal warning, placed on probationary status and time for improvement. If the cumulative GPA remains below standard at the end of the warning period, the student will be subject to further disciplinary action by the Curriculum Council, which may include consideration of dismissal from the chapter.

Section 3—If a member fails to perform any of the published obligations of membership, he or she will be given a written or verbal warning, placed on probationary status and time for improvement. If the obligation remains unmet at the end of the warning period, the student will be subject to further disciplinary action by the Curriculum Council, which may include dismissal from the chapter.

Section 4—Violation of the law or school regulations can result in dismissal of a member. These violations include, but are not limited to, stealing; destruction of property; cheating; truancy; or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities.

Section 5—Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absence, excessive tardiness, etc.) will receive written or verbal warning notification. A conference may be requested by either party (Curriculum Council, chapter adviser, student, or parent) . If the member is involved in another violation of the school conduct code, the member may be considered for dismissal.

Section 6—In all cases of pending dismissal:

- a. The member will receive written or verbal notification indicating the reason for possible dismissal from the adviser or Curriculum Council. The member and adviser will discuss the notification in a conference. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written or verbal warning.
- b. The member will be given the opportunity to respond to the charge against him or her at a hearing before the Curriculum Council prior to the vote on dismissal. The Curriculum Council will then vote on whether to dismiss. A majority vote of the Curriculum Council is needed to dismiss any member (or the rule of the building principal).
- c. The results of the Curriculum Council vote will be reviewed by the principal and then, if confirmed, expressed in a letter sent to the student, parents, and principal. Dismissed members must surrender any membership emblems to the adviser.
- d. The Curriculum Council's decision may be appealed to the building principal and afterwards through the school district discipline policy.
- e. When a student is dismissed or resigns, he or she is no longer a member and may not be reconsidered for membership in the National Junior Honor Society.

Section 7—In lieu of dismissal, the Curriculum Council may impose disciplinary sanctions upon a member as deemed appropriate.

ARTICLE V: OFFICERS

Section 1—The officers of the chapter shall be president, vice president, secretary, treasurer, historian, public relations officer and up to 5 board members. The number of officers can be increased or decreased by the chapter adviser and/or principal based on the number of active members.

Section 2—Current NJHS officers will collectively nominate two candidates for each officer position. The NJHS new inductees will nominate up to 3 candidates for each position. New inductees will elect new officers for the upcoming school year prior to the induction ceremony. Election results will be announced at the induction ceremony. Candidates must currently be in the 8th grade going into the 9th grade.

Section 3—A majority vote shall be necessary to elect any officer of this chapter. If the first vote does not yield a majority, a second vote shall be taken of the two candidates receiving the highest number of votes.

Section 4— It shall be the duty of the president to preside at the chapter meetings, officer meetings, induction ceremony and assist in society activities.

Section 5—It shall be the duty of the vice-president to preside in the absence of the president, assist in society activities and other duties as assigned.

Section 6—It shall be the duty of the secretary to keep the minutes of all of the meetings, assist in society activities and other duties as assigned.

Section 7— It shall be the duty of the treasurer, with the approval of the adviser and or principal, receive and disburse all funds of the chapter and keep an accurate account of receipts and disbursements in keeping with the policy of the school for handling funds of school organizations, assist in society activities and other duties as assigned.

Section 8 - It shall be the duty of the historian to keep a history of the chapter assist in society activities and other duties as assigned.

Section 9 - It shall be the duty of the public relations officer to take care of all publicity for the chapter, assist in society activities and other duties as assigned.

Section 10 - It shall be the duty of the board member positions to assist in society activities and other duties as assigned.

Section 11- If an officer position becomes vacant, board members will nominate a replacement with the approval of the adviser and or principal.

Section 12 - The officers are subject to removal from their position if they can not uphold their duties outlined above and everything they entail.

ARTICLE VI: EXECUTIVE COMMITTEE

Section 1— The executive committee shall consist of the faculty adviser and the elected chapter officers.

Section 2— The executive committee shall have general charge of the meetings and the business of the chapter including making decisions on chapter activities and service projects, but any action by the executive committee is subject to the review of the faculty curriculum council and chapter members.

ARTICLE VII: MEETINGS

Section 1—Meetings of this chapter shall be monthly (2nd Wednesday of each month) during the schools advisory period.

Section 2— This chapter shall conduct its meetings according to *Robert's Rules of Order*.

Section 3— All chapter members are expected to attend all regularly scheduled chapter meetings. If you are to be absent you MUST notify the chapter adviser prior to the missed meeting. It will then be deemed excused or unexcused.

ARTICLE VIII: ACTIVITIES

Section 1— The chapter shall determine one or more service projects for each year.

Section 2— All members shall regularly participate in these projects.

Section 3— 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.

Section 4—Each member shall have the responsibility for choosing and participating in an individual service project that reflects his or her particular talents and interests and as approved by the chapter adviser (3hours/semester). This is in addition to the chapter projects to which all members contribute.

Section 5— The chapter shall publicize its projects in a positive manner.

ARTICLE IX: EMBLEM

Section 1—Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall have the privilege of wearing the emblem adopted by the National Junior Honor Society.

Section 2—Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

ARTICLE X: DUES

Section 1—Annual dues for this chapter shall be a onetime fee of \$15 and will include a membership t-shirt. Dues are non refundable.

Section 2 - Dues will be payable to the chapter upon receipt of the membership t-shirt. Dues should be collected by the end of the first quarter.

ARTICLE XI: POWERS

Section 1—The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 2—The principal shall reserve the right to approve all activities and decisions of the chapter.

Section 3—These by laws are designed to amplify provisions of the national constitution and cannot contradict any components there of. The chapter is obligated to adhere to the provisions of the national constitution in all activities it undertakes.

ARTICLE XII: AMENDMENTS

Section 1—These by laws may be amended by a two- thirds vote of the chapter, provided notice of the proposed amendment has been given to members at least one month prior to the vote. The exceptions are Articles III and IV (selection and discipline), which are developed by the Curriculum Council with the approval of the principal.

Section 2—By laws and amendments must be consistent with the constitution of the National Junior Honor Society. Additional articles can be added as needed. It is often convenient to have the last article dealing with amendments. Also, be sure to include the following at the end of your chapter by laws:

A signature is required to be considered for membership to the Alethea Chapter. My signature below indicates that I have read, understood, and will abide by the Alethea Chapter of the National Junior Honor Society By-Laws stated above.

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PRINTED Name of Candidate

Signature of Candidate

Date

Signature of Guardian

Date