

Article XVII

By-Laws

SECTION 1. Each chapter shall write By-Laws to amplify sections of this constitution and to clarify operating procedures of the chapter. By-Laws do not need the approval of the National Council but must be consistent with this constitution.

SECTION 2. The By-Laws shall contain information concerning the election and duties of officers, the schedule of meetings, member obligations, dues, and the like activities.

SECTION 3. Purpose

1. The purpose of this chapter shall be to create an enthusiasm for scholarship; to develop citizenship; to stimulate a desire to serve; to promote leadership; and to instill exemplary qualities of character in the pupils of eighth grade.

SECTION 4. Faculty Supervision

1. The principal shall appoint a teacher(s) who will serve as the chapter adviser(s).
2. A faculty council of five faculty members appointed by the principal will meet with the principal or designee for the selection or dismissal of members. The chapter adviser acts as an ex-officio, non-voting, sixth member of the faculty council.
3. All activities of the chapter shall be subject to the approval of the principal.

SECTION 5. Selection of Members

1. Membership in this chapter shall be based upon outstanding scholarship, character, leadership, citizenship, and service.
2. Selection of members will be made in the second semester of each school year.
3. The selection of members in this chapter shall be by the faculty council, which reserves the final decision of acceptance or non-acceptance to National Junior Honor Society.
4. To be eligible for membership in this chapter, the student must be in seventh grade at the time of qualification, and have been in attendance

at least one semester at Barbers Hill Middle School.

5. Candidates must meet one of the following grading standards. Students enrolled in one PreAP class must obtain a cumulative average of 93.75. Students enrolled in two PreAP classes must obtain a cumulative average of 92.5. Students in three PreAP classes must obtain a cumulative average of 91.25 and those in four PreAP classes must obtain a 90 cumulative average. Those enrolled in all regular education classes must obtain an overall 95 average. Candidates shall then be evaluated on the basis of service, leadership, character, and citizenship.
6. The student may have no record of suspension or other serious disciplinary measures such as In School Suspension (ISS) during the current school year. The student may not have more than TWO discipline referrals for any reason during the student's seventh grade year.
7. Violations of the school conduct code can result in dismissal of a candidate/member. Offenders of the school conduct code (these infractions include, but are not limited to, the use of profanity, bullying, failure to comply, unexcused absences, excessive tardiness (greater than 3)) will receive a written warning notification. At this point, a conference will be requested by either the Faculty Council, student, or parent. If the candidate/member is involved in another violation of the school conduct code, the member will be dismissed. Immediate grounds for dismissal of a member of NJHS may include, but are not limited to, stealing, cheating, assault, destruction of property, truancy, or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities.
8. Candidates shall then be considered for membership on the basis of outstanding citizenship, service, leadership, and character by a faculty evaluation. All qualifications should be given equal weight in the evaluation process of the candidate.
9. A student information form will also be utilized to assist with the selection.
10. Final selection will be made by the Faculty Council by analyzing the cumulative data from the faculty evaluations and the student information forms.
11. If a student did not meet the membership criteria, a notification letter will be mailed to inform the parents.
12. Students who meet the membership criteria will be invited formally to become members of the National Junior Honor Society. Those candidates who return their acceptance in the required amount of time shall then be inducted into the society during a formal ceremony.

13. Once a student is invited to join the National Junior Honor Society, the student must continue to maintain the aforementioned standards for actual induction into the National Junior Honor Society.

SECTION 6. Membership

1. A member of the National Junior Honor Society who transfers to this school will be automatically accepted for membership in this chapter upon presentation of a letter signed by his/her former principal or chapter adviser certifying membership. In order to retain membership, a transfer member must then maintain membership requirements for this chapter.
2. Members who resign or are dismissed from the National Junior Honor Society are never again eligible for membership or its benefits.

SECTION 7. Probation/Dismissal

1. Any member who falls below one of the following required averages: four PreAP classes 90, three PreAP classes 91.25, two PreAP classes 92.5, one PreAP classes 93.75, all regular classes 95, will result in six(6) weeks of probation. Any "F" in grades results in probation for two grading periods. During any probationary period, the member has inactive standing; however, the member may attend meetings, but may not participate in any NJHS sponsored activity. Also, a member on probationary status cannot function as an officer. The member and his/her parents will be notified in writing of the probationary status.
2. If during the next six week's regular grading period of the school year, the member fails to meet the academic standards or to remove the deficiencies in conduct, the member will be subject to dismissal by the Faculty Council.
3. Members must remain ACTIVE in at least one (1) school or community activity. Failure to do so may result in a probationary letter.
4. Members are expected to participate in and document ten (10) hours of voluntary service to the school and/or community during the school year. Upon discretion of the advisor, five service hours may be due by the end of the Fall semester, and the remaining five service hours may be due by the end of the Spring semester. If the hours have not been completed by the last day of April, the member will be subject to dismissal by the Faculty Council.
5. Members should never create a disruptive situation in school or within the community or contribute to such situations. Failure to comply with this requirement will result in probationary status and a probationary

- letter and possible action by the Faculty Council.
6. Members should never participate in cheating or skipping classes or school. If this occurs, the Faculty Council may consider dismissal from NJHS or other possible action.
 7. Expulsion or suspension from school, for any reason, will result in immediate action by the Faculty Council with possible dismissal from the society and relinquishment of all honors and rights as a member.
 8. Violations of the school conduct code can result in dismissal of a candidate/member. Offenders of the school conduct code (these infractions include, but are not limited to, the use of profanity, bullying, failure to comply, unexcused absences, excessive tardiness (greater than 3)) will receive a written warning notification. At this point, a conference will be requested by either the Faculty Council, student, or parent. If the candidate/member is involved in another violation of the school conduct code, the member will be dismissed. Immediate grounds for dismissal of a member of NJHS may include, but are not limited to, stealing, cheating, assault, destruction of property, truancy, or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities.
 9. If a member is placed on probation at anytime during their membership, a second infraction will result in Faculty Council action.
 10. Annual dues for each member are \$20.00 for membership and supplies (including, but not limited to, the membership certificate, initiation fee, and membership card), and are due by the designated due date, which is prior to the Induction Ceremony. Any dues not received by the due date may incur a \$5.00 late fee and the new member will be placed on probation. If the dues are not paid by the first day of school the following year, the student will be subject to dismissal by the Faculty Council.
 11. A reasonable amount of time will be given to correct a deficiency, except in the case of flagrant violation of school rules or civil laws, which results in suspension (ISS or homebound) and/or assignment to an alternative education plan.
 12. Any member who fails to meet the membership requirements twice in an academic year will be subject to dismissal by the Faculty Council.
 13. When a member is dismissed, he/she will be notified in writing by an administrator and his/her emblem/membership card or certificate must be submitted.

SECTION 8. Officers

1. The officers of this chapter shall be a President, Vice President, Secretary, Historian, Sergeant-at-Arms, and Reporter.
2. Officers shall be elected by popular vote. The majority of votes will indicate the officer's election to the position.
3. Officers shall not be eligible to succeed themselves. If a student is transferring from another chapter and he/she held office, a second year term cannot be served under the same office position.
4. It shall be the duty of the President to preside at the meetings. The President will run the meetings and follow the Simplified Roberts Rule of Order (attached). Agendas are important to draft and follow in order to run the meeting in an organized and efficient manner. Agendas will be established at the officer's meeting. In addition, the President shall provide motivational quotes/stories for membership meetings, and assist with the induction ceremony.
5. The Vice President shall preside, in the absence of the President. It shall be the duty of the Vice President to organize and lead committees, keep a record of projects and deadlines, and assist the President. The Vice President is to fill the chair of the President in the absence of the President. In case of the permanent absence of the President, the Vice President will assume the presidency. An election will be held for the position of Vice President. In addition, the Vice President shall assist with the coordination of the induction ceremony.
6. The Secretary shall keep the minutes of all meetings. He/she shall, with the approval of the principal or advisor(s), certify to those elected to membership during the school year on the annual report submitted each spring to the National Secretary. In addition, the Secretary shall keep attendance, and handle all correspondence.
7. The Historian shall maintain the chapter scrapbook and the NJHS bulletin board. The NJHS bulletin board is located outside the AP's office. The basic bulletin board is set up. The Historian is charged with posting information on the bulletin board to keep members updated and informed.
8. The Sergeant-at-Arms shall maintain order during the meetings. It shall be the Sergeant-at-Arms responsibility to always act in a responsible and respectful manner. This position is one of leadership and should be a role model to others. It is expected that the Sergeant-at-Arms will greet members at each meeting.
9. The Reporter shall see that the school newspaper or website receives information about chapter meetings, activities, and members.

SECTION 9. Meetings

1. There shall be meetings of the chapter during the school year. The chapter shall, at a minimum, meet once a month. Other meetings may be scheduled as needed.
2. Officers will meet as needed with the chapter advisor(s). The majority of officer meetings will be held on the Friday prior to the monthly meeting.
3. Social meetings and special meetings, approved by the executive committee, may be called by the President and/or adviser(s)/sponsor(s).
4. All meetings shall be held under the supervision of an administrator and/or the chapter adviser(s).
5. There will be additional meetings pertaining to the induction ceremony, a special ceremony during which new members will receive a certificate of membership or a membership card.
6. Acquiring one unexcused absence from meetings may result in the member being placed on probation. If a student is required to attend another BHMS meeting/practice (ex. basketball, band, choir, etc.), the student must write a note explaining his/her absence and have it signed by his/her teacher or coach. Students must then submit the note to the chapter advisor(s) prior to the meeting or the absence will be unexcused and will count against them. Students absent from school on the day of a meeting must have a signed note from home, and they must submit this note to the NJHS sponsor(s) within two (2) days of their return to school.
7. Acquiring three (3) unexcused absences from meetings may result in disciplinary action, including dismissal from NJHS, by the Faculty Council.

SECTION 10. Dues

1. Annual dues for each member are \$20.00 for membership and supplies (including, but not limited to, the membership certificate, initiation fee, and membership cards), and are due by the designated due date, which is prior to the Induction Ceremony.

SECTION 11. Emblem

1. Each member of this chapter shall be entitled to wear the official emblem or insignia of the National Junior Honor Society.

2. Any member who withdraws or who is dismissed from the chapter shall return the emblem to the principal or the chapter adviser(s).
3. All insignia must be procured from the National Secretary of the National Junior Honor Society. All insignia are registered in the United States Patent Office and cannot be duplicated by anyone.
4. Each member agrees that, whether the emblem comes to him/her as a gift, a personal purchase, an award, or from whatever source, the title to the emblem (shall) rest(s) with the chapter of which he/she is a member. The council can, therefore, by a majority vote, request that any member return the emblem. In the case where the emblem can be shown to have been a personal purchase of the member, the council shall reimburse the member the original cost of the emblem upon its surrender.
5. Furthermore, each member agrees that his/her acceptance of the emblem shall be considered affirmation of this stipulation in regard to the title of the emblem.

SECTION 12. By-Laws

1. By-Laws do not need to be approved by the National Council if they are consistent with regulations outlined in the constitution and the policies established by the National Council.