



# Kyrene Middle School

1050 E. Carver Rd. Tempe AZ 85284  
480-541-6600

Scott Maxwell, Principal

Matt Martin, Assistant Principal



## Chapter Bylaws of the Scorpion Chapter of the National Junior Honor Society Adopted: July 2022

### **ARTICLE I: NAME**

The name of this chapter shall be the Scorpion Chapter of the National Junior Honor Society of Kyrene Middle School.

### **ARTICLE II: PURPOSE**

The purpose of this chapter is to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership and citizenship, and to encourage the development in character of the students of Kyrene Middle School.

### **ARTICLE III: POWERS**

Section 1. This chapter operates under the direction of and in full compliance with the National Constitution of NJHS. See [www.njhs.us/constitutions](http://www.njhs.us/constitutions). In addition, this chapter will maintain active affiliation with the national organization on an annual basis.

Section 2. The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 3. Final authority on all activities and decisions of the chapter resides with the school principal.

Section 4. Nondiscrimination. Our chapter of NJHS maintains policies and practices that are designed to prevent discrimination against any qualified candidate or member based on race, color, religion (creed), gender, gender expression, sexual orientation, age, national origin (ancestry), or disability. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.

### **ARTICLE IV: MEMBERSHIP**

Section 1. Membership in this chapter is an honor bestowed upon deserving students and shall be based on the criteria of scholarship, service, leadership, citizenship, and character.

Section 2. Membership in this chapter shall be known as active, honorary, and alumni. Active members become alumni members at graduation. Alumni and honorary members have no voice or vote in chapter affairs.

Section 3. Eligibility:

- a. Candidates eligible for selection to this chapter must be in the second semester of sixth grade or members of the seventh, or eighth grade class.
- b. To be eligible for selection to membership in this chapter, the candidate must have been enrolled for a period equivalent to one semester at Kyrene Middle School.
- c. Candidates eligible for selection to the chapter shall have a minimum cumulative grade point average of 3.50 on a 4.0 scale.
- d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, character, and citizenship.



## **ARTICLE V: SELECTION OF MEMBERS**

Section 1. The selection of members to this chapter shall be by a majority vote of the faculty council which consists of five faculty members appointed by the principal. The chapter adviser shall be the sixth, nonvoting, ex officio member of the faculty council.

Section 2. The selection of active members shall be held once a year during the second semester of the school year.

Section 3. Prior to the final selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. All students who are eligible scholastically (i.e., candidates) shall be notified and asked to complete and submit the candidate information form for further consideration.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official input form provided by the chapter adviser.
- d. The faculty council shall review the candidate information forms, faculty input, and other relevant information to determine those who fully meet the selection criteria for membership.

## **ARTICLE VI: OBLIGATIONS OF MEMBERS**

Section 1. Annual dues for this chapter shall be twenty (20) dollars. Dues will be payable to the chapter within 30 days of the first meeting of the school year.

Section 2. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be entitled to wear the emblem adopted by the National Junior Honor Society.

Section 3. Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

## **ARTICLE VII: OFFICERS**

Section 1. The officers of the chapter shall be president, vice president, treasurer, secretary, and parliamentarian.

Section 2. Student officers shall be elected at the last meeting of each school year. If not enough members express interest, then student officers shall be elected at the first meeting of the following school year. All returning members in good standing with the chapter are eligible to run for a position as an officer. Any active member can nominate an eligible member as a candidate for office.

Section 3. Voting shall be by secret ballot. 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 meetings of the chapter and serve as the official representative of the chapter at school and community functions.

Section 5. The vice president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service.



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Section 6. The secretary shall keep the minutes and attendance records for meetings and be responsible for all official correspondence.

Section 7. The treasurer shall keep the record of business expenses, dues, and all other financial transactions of the chapter.

Section 8. The Parliamentarian shall oversee chapter bylaws and ensure every event is done ethically and to NJHS standards, maintain and organize Sign-Up Genius for all events.

Section 9. Officers and the faculty adviser(s) shall collectively be known as the chapter's executive committee. The executive committee shall establish annual goals for the chapter and have general charge of the meetings and the business of the chapter, but any action by the executive committee is subject to the review of the chapter members.

Section 10. All officers shall work closely with the adviser(s) to organize and plan events, oversee membership, attend events, attend officer meetings, attend monthly membership meetings, communicate with members, and various other duties.

## **ARTICLE VIII: MEETINGS**

Section 1. Regular meetings of this chapter shall be monthly. Meeting dates shall be determined at the beginning of the school year. Special meetings can be called by the president with approval of the adviser.

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

Section 3. Members are expected to attend all chapter meetings. If a member is unable to attend the scheduled monthly meeting, he/she/they MUST attend a makeup meeting with the advisers (dates to TBD by the start of school year.)

Section 4. All members shall be punctual.

## **ARTICLE IX: 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 which reflects his or her talents and interests and as approved by the chapter adviser. This is in addition to the chapter projects to which all members contribute.

- a. Members shall complete 10 hours of individual service hours for the school and/or community.
- b. Members may complete up to 5 hours between July 1 and the first day of the school year.
- c. Members may complete up to an additional 5 hours before school begins for specifically helping teachers at KMS to prepare for the start of the school year.
- d. Members shall not count hours performed for immediate family members.
- e. Members shall not count WEB hours.
- f. Members shall perform service hours between July 1 and May 1.



Section 5. All eighth-grade members shall participate in the IB Showcase Night.

Section 6. The chapter shall publicize and promote its projects in a positive manner.

Section 7. All members shall participate in the KMS recycling service project (days, times, and activities TBD,) unless otherwise directed by the advisers.

Section 8. Parents and guardians are encouraged to sponsor or assist with chapter service projects and activities.

## **ARTICLE X: DISCIPLINE and DISMISSAL of MEMBERS**

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

Section 2. If a member's cumulative grade point average falls below the standard in effect when he/she was selected 3.5, he /she/they will be given a written warning and a reasonable period for improvement. If the cumulative grade point average remains below standard at the end of the warning period, the student will be subject to further disciplinary action by the faculty council that includes consideration of dismissal from the chapter.

Section 3. Violations of the law or school regulations can result in immediate consideration of the dismissal of a member (see Section 5 below). 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 or in the co

Section 4. Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absences, excessive tardiness, etc.) will receive written warning notification. A conference may be requested by either party (faculty council or student/parent). If the member is involved in another violation of the school conduct code, the member may be considered for dismissal.

Section 5. Chapter officers, as representatives of the chapter, can be removed from their positions because of disciplinary action taken by the faculty council.

Section 6. In all cases of pending dismissal:

a. The member will receive **written notification** from the adviser/faculty council indicating the reason for consideration of dismissal.

b. The member has the **right** to respond to the charge(s) against him/her at a **hearing** before the faculty council prior to any vote on dismissal (in accordance with due process identified in Article X of the National Constitution). The member can present his/her/their defense either in person or via a written statement presented in lieu of the face-to-face hearing. Following the hearing, the faculty council will then vote on whether to dismiss. A majority vote of the faculty council is needed to dismiss any member.

c. The results of the faculty council vote will be presented to the principal for review, and then stated in a letter sent to the student and parents. Dismissed members must surrender any membership emblems to the adviser.

d. The faculty council's decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies.



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e. A member who is dismissed or resigns may never again be considered for membership in the National Junior Honor Society.

Section 7. In lieu of dismissal, the faculty council may impose disciplinary sanctions upon a member as deemed appropriate.

Section 8. Any members on probation shall still be required to participate in all NJHS meetings, individual service hours, chapter commitments, and group service projects.

## **ARTICLE XI: RATIFICATION, APPROVAL, and REVIEW**

Section 1. These bylaws will be approved upon receiving a two-thirds affirmative vote of all active members of the chapter, a majority affirmative vote of the faculty council, and approval by the administration.

Section 2. These bylaws shall be reviewed and if necessary, revised within five years from the date of approval noted on this document.

## **ARTICLE XII: AMENDMENTS**

These bylaws 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 IV, V, and X, which are developed by the faculty council with the approval of the principal.

Approved on [Insert date]: (Indicate date of last approved revisions)

Signatures/Names of the Chapter President, Secretary, Adviser, and Principal.



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***I have read and understand the NJHS Scorpion Chapter Bylaws. I understand my responsibilities and requirements as a member of the chapter. I agree to abide by the By Laws.***

NJHS Member Printed Name \_\_\_\_\_

NJHS Member Signature \_\_\_\_\_ Date \_\_\_\_\_

***I have read and discussed the NJHS Scorpion Chapter Bylaws with my child. I understand the responsibilities and requirements for my student. I give my child permission to belong to the Scorpion Chapter of the National Junior Honor Society.***

Parent Printed Name \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_