

HENRY W. LONGFELLOW



CAREER
EXPLORATION
ACADEMY

BY-LAWS FOR THE NATIONAL JUNIOR HONOR SOCIETY CHAPTER Longfellow Career Exploration Academy

ARTICLE I: NAME AND PURPOSE

Section 1

The name of this chapter shall be the H.W. Longfellow Career Exploration Academy chapter of the National Junior Honor Society.

Section 2

The purpose of this chapter shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership and character, and to encourage citizenship in the students of H.W. Longfellow Career Exploration Academy (henceforth referred to as "Longfellow").

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, who may serve consecutive terms. (The term "advisor", shall also mean "co-advisor" in years when two advisors are appointed.)

Section 3

The Principal shall annually approve a Campus Council composed of at least three members of the school's faculty who may serve consecutive terms.

Section 4

The Principal shall be a part of the local school district appeal process for non-selection or dismissal cases.

ARTICLE III: THE CHAPTER 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.

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Section 2

The chapter advisor shall maintain files on membership, chapter history, activities, and financial transactions. The chapter advisor shall send the annual activity report to the national office.

Section 3

The chapter advisor shall regularly review each member for compliance with Society standards and obligations.

Section 4

The chapter advisor shall help the chapter officers understand and carry out their duties.

Section 5

The chapter advisor shall be an ex-officio, nonvoting, member of the Campus Council.

Section 6

The chapter adviser shall be a member of the faculty, appointed annually by the principal, and may serve consecutive terms.

ARTICLE IV: THE CAMPUS COUNCIL

Section 1.

The Campus Council shall consist of five voting faculty/professional/support staff members approved annually by the principal. No principal or assistant principal may be included on the Campus Council.

Section 2

The term of the Campus Council shall be two years. Members may be approved for more consecutive terms.

Section 3

The chapter advisor shall be an ex-officio, nonvoting, member of the Campus Council.

Section 4

The Campus Council shall put on probation those students who fall below the membership standards determined by the council. Students on probation cannot attend meetings, activities, etc. until their achievement meets the standards. They will receive counsel and support from the advisor.

Section 5

The council shall meet at least once a year to select members and to consider dismissal, non-selection, and warning cases.

Section 6

The faculty shall be involved in at least 1 major event for NJHS while serving on the council.

Section 7

The Campus Council will develop and revise, when necessary, all chapter procedures for the selection, discipline, and dismissal of members, all of which must remain in compliance with the national guidelines.

ARTICLE III: MEMBERSHIP

Section 1

Membership is an honor bestowed upon a student. Selection for membership is by Campus Council and is based on outstanding scholarship, character, leadership, service, and citizenship. Once selected, members have the responsibility to continue to demonstrate these qualities.

Section 2

Candidates become members when inducted at a special ceremony held in the Spring semester of their seventh-grade year.

Section 3

A National Junior Honor Society member who transfers from another school and brings a letter from the former principal or chapter adviser to the new school adviser shall be accepted automatically as a member in the new school's chapter. Transfer members must meet the new chapter's standards within one semester in order to retain membership.

ARTICLE IV: SELECTION OF MEMBERS

Section 1

To be eligible for membership the candidate must be an eligible (see Section 2) second-semester seventh grade student at Longfellow.

Section 2

Candidates must have a cumulative scholastic average of 94% or greater to be invited for membership. The scholastic average is an average of all course cycle grades earned in the seventh grade up to the finalization of the third quarter. They must maintain an 85% average once they are a member. Upon meeting the grade level and scholastic average, candidates shall then be evaluated on the basis of service, leadership, character, and citizenship.

Section 3

Prior to selection, the following shall occur:

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- A. Students' academic and discipline records up to the third quarter of the seventh-grade year shall be reviewed by the chapter advisor to determine eligibility.
- B. Students who are eligible scholastically (candidates) shall be notified and asked to complete and submit the Longfellow NJHS application for further consideration for selection.
- C. The faculty shall be requested to evaluate candidates determined to be scholastically eligible.
- D. The Campus Council may review the candidate application and faculty evaluations in order to determine membership.

Section 4

The selection of each member to the chapter shall be a majority vote of the Campus Council.

ARTICLE VII: DISMISSAL

Section 1

Any member who falls below the standards of scholarship, leadership, character, citizenship, or service may be considered for discipline or dismissal from the Longfellow Chapter of the National Junior Honor Society. A member is expected to maintain their academic standing and take an active role in service and leadership in their school and community.

Section 2

If a member's quarter grade average falls below the standard in effect when they were selected, they will be given a written warning and a reasonable time period for improvement. If the cumulative scholastic average remains below standard at the end of the warning period, the student will be subject to further disciplinary action by the Campus Council that can include 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.

Section 4

In all cases of impending dismissal, a member shall have a right to written notification of charges and a hearing before the Campus Council.

Section 5

A member who has been dismissed may appeal the decision of the Campus Council under the same rules for disciplinary appeals in the school district.

Section 6

The National Council and the NASSP shall hear no appeals in dismissal cases.

ARTICLE VIII: OBLIGATIONS OF MEMBERS

Section 1

Each member of this chapter is required to attend a full group meeting once a week during advisory, which shall be determined by the sponsor. Additional meetings may be called when necessary.

Section 2

In the event a student is unable to attend a meeting, notification from the student to the chapter advisor is necessary to excuse the absence. Members must check in with the faculty advisor or NJHS officer for details of the missed meeting.

Section 3

Each member of this chapter is required to participate in ten hours of community service every quarter. Service can be done within the school or with organizations outside the school. Service hours, along with grades, will be submitted to the chapter advisors every quarter.

Section 4

Each member of this chapter must pay dues not to exceed \$25.00 per year.

ARTICLE IX: NOMINATION AND ELECTION OF OFFICERS

Section 1

The officers of this chapter shall be five board members.

Section 2

Board members shall be elected at a regular meeting of the Longfellow NJHS chapter. Time, methods, and procedures for the nomination will be determined at the beginning of each school year by the chapter advisor and Campus Council.

ARTICLE X: STUDENT BOARD MEMBER DUTIES AND RESPONSIBILITIES

Section 1

The president of the board presides, with the chapter advisor, at meetings/provides direction.

Section 2

The vice-president of the board serves in the absence of the president; other duties as directed.

Section 3

One board member serves as secretary and records attendance and proceedings, with assistance from the chapter advisor.

Section 4

All board members will participate in the induction ceremony for the following year's candidates.

ARTICLE XI: AMENDMENTS

These by-Laws will be reviewed annually by the Campus Council.

NOTE:

BY-LAWS MUST BE CONSISTENT WITH THE NATIONAL JUNIOR HONOR SOCIETY CONSTITUTION AND HANDBOOK.

Any recommended change must be approved by 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 Principal and Faculty Council, though input from the chapter is allowed.

Adopted 5.14.21; Amended 09.24

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