

By-Laws for National Junior Honor Society

Central Baldwin Middle School

ARTICLE I NAME AND PURPOSE

Section 1. The name of this organization shall be the CBMS Chapter of the National Junior Honor Society of Central Baldwin Middle School.

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. The NJHS shall be under the sponsorship and supervision of the National Association of Secondary School Principals (NASSP), 1904 Association Drive, Reston, VA 22091.

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 adviser, 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 ADVISER

Section 1. The chapter adviser 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 adviser shall maintain files on membership, chapter history, activities, and financial transactions. The chapter adviser may send the annual activity report to the national office.

Section 3. The chapter adviser shall regularly review each member for compliance with Society standards and obligations.

Section 4. The chapter adviser shall help the chapter officers understand and carry out their duties.

ARTICLE IV FACULTY COUNCIL

Section 1. The faculty council shall consist of a minimum of five and maximum of ten voting faculty members appointed annually by the principal. No principal may be included on the faculty council.

Section 2. The term of the faculty council shall be one year. Members may be appointed to consecutive terms.

Section 3. The chapter adviser shall be an ex-officio, non-voting member of the faculty council.

Section 4. The faculty council shall meet at least once a year to select members and to consider dismissal, non-selection, and warning cases.

ARTICLE V MEMBERSHIP

Section 1. Membership is an honor bestowed upon a student. Selection for membership is by a faculty council and is based on outstanding scholarship, character, leadership, service and citizenship.

Section 2. The faculty council shall reserve the right to award honorary membership to school officials, principals, teachers, NJHS advisers, or adults in recognition of outstanding service rendered to the school in keeping with the purpose of the National Junior Honor Society.

Section 3. Candidates become members when inducted at a special ceremony.

Section 4. A National Junior Honor Society member who transfers to 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.

Section 5. Members who resign or are dismissed are never again eligible for membership or its benefits.

ARTICLE VI SELECTION OF MEMBERS

Section 1. To be eligible for membership, candidates must be in seventh or eighth grade, have been enrolled at Central Baldwin Middle for at least one full semester, and have earned a cumulative grade point average of 3.5 in core subjects (using a non-weighted, 4.0 Scale such that A = 4, B = 3, C = 2, D = 1, and F = 0). Approval of candidates will also consist of teacher recommendations forms and a review of CBMS discipline

referrals. Candidates will be evaluated based on their service, leadership, character, and citizenship.

Section 3. The selection of each member to the chapter shall be by a majority vote of the faculty council.

Section 4. A description of the selection procedure shall be published in an official school publication that is widely available in a timely fashion to all students and parents of the school. The selection procedure shall be determined by the faculty council and shall be consistent with the rules and regulations of the National Junior Honor Society.

Section 5. The National Council and NASSP shall not review the judgment of the faculty council regarding selection of individual members to local chapters.

ARTICLE VII DISMISSAL

Section 1. The procedure of dismissal shall be determined by the faculty council and be in compliance with the rules and regulations of the National Junior Honor Society. A written description of the dismissal procedure shall be available to interested parties.

Section 2. Members who fall below the standards that were the basis for their selection shall be promptly warned in writing by the chapter adviser and given a reasonable amount of time to correct the deficiency, except that in the case of flagrant violation of school rules or civil laws a member does not necessarily have to be warned.

Section 3. Students will be expected to maintain a 3.5 core grade point average. Chapter advisers will review report cards as follows: 1st quarter, 1st semester, 3rd quarter, and 2nd semester. Students who fall below a 3.5 will receive a probationary letter and one semester (two report card periods) to return to active status. During the probation period, students may not participate in any NJHS field trips or the awards ceremony.

Section 4. To ensure member behavior meets the standards held by National Junior Honor Society, a demerit system will be used. Failure to comply with school conduct rules and procedures will result in a demerit. Teachers can submit a demerit form to advisors for any behavior issues, such as, but is not limited to, dress code infractions, excessive tardies, lunch detentions, show of disrespect to peers or teachers, and dishonesty. Upon receiving three demerits, the student will be placed on probation. The *fourth* demerit will result in dismissal proceedings. The student will be informed in writing of each demerit when it is issued. If a member receives a discipline referral, the following demerits will apply:

1. Warnings without Suspensions will result in one demerit
2. In-School Suspension will result in two demerits
3. Off campus suspension will result in three demerits and probation.

Section 5. The faculty council shall determine when an individual has exceeded a reasonable number of warnings.

Section 6. In all cases of impending dismissal, a member shall have a right to written notification of charges and a hearing before the faculty council.

Section 7. A member who has been dismissed may appeal the decision of the faculty council under the same rules for disciplinary appeals in the school district.

Section 8. The National Council and NASSP shall hear no appeals in dismissal cases.

ARTICLE VIII NOMINATION AND ELECTION OF OFFICERS

Section 1. The officers of this chapter shall be president, vice-president, secretary, treasurer, historian, and parliamentarian. (The members can decide which officers are needed.)

Section 2. Officers shall be elected at a regular meeting of the chapter. (Procedures are available upon request.)

ARTICLE IX OFFICERS' DUTIES AND RESPONSIBILITIES

Section 1. President's duties: The president should conduct the meetings with the assistance of the adviser and other officers.

Section 2. Vice-president's duties: The vice president assists the president in conducting meetings and be prepared to take over in the event that the president is unable to perform his or her duties.

Section 3. Secretary's duties: The secretary records the minutes of the meetings.

Section 4. Treasurer's duties: The treasurer is responsible for maintaining records, along with the adviser, of all funds associated with the chapter.

Section 5. Historian's duties: The historian should keep photographic records of events and meetings.

Section 6. Parliamentarian's duties: The parliamentarian helps facilitate order during meetings.

ARTICLE X EXECUTIVE COMMITTEE

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

Section 2. The executive committee shall have general supervision of the affairs of the chapter between its business meetings, make recommendations to the chapter, and determine and perform such other duties as are specified in the chapter by-laws. All actions and recommendations of the executive committee shall be subject to the review of the chapter membership.

ARTICLE XI MEETINGS

Section 1. The chapter shall meet monthly.

Section 2. The president may call special meetings as approved by the executive committee.

Section 3. Chapters shall conduct meetings according to Robert's Rules of Order in all points not expressly provided for in these by-laws.

ARTICLE XII ACTIVITIES

Section 1. The chapter shall be involved in one or more service projects during the school year.

Section 2: Members are required to complete individual service projects each quarter as approved by the chapter advisor(s). These projects must involve 3 hours of volunteer service. Members who do not complete the required 3 hours of service each quarter will have one quarter to make up the 3 hours, in addition to the hours needed for the new quarter. Participation in a club service event or club project can count as individual volunteer hours. If service hours are not made up within one additional quarter, two demerits will be given.

ARTICLE XIII AMENDMENTS

Section 1. The executive committee and a majority vote of all members in good standing may amend the by-laws.