



## Bernard Middle School NJHS

### Chapter By-laws of the Bernard Middle School Chapter of the National Junior Honor Society

#### ARTICLE I: NAME

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

#### ARTICLE II: PURPOSE

The purpose of this chapter shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, to develop character, and to encourage good citizenship in students of Bernard 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(s) is (are) 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 on the basis of race, color, religion, ancestry, national origin, gender, and 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 by the faculty and shall be based on the criteria of scholarship, service, leadership, character, and citizenship.

Section 2. Membership in this chapter shall be known as active, probation, and inactive. Members on probation have equal rights and responsibilities as active members. Inactive members do not participate in chapter meetings and activities.

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 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 Bernard Middle School.
- c. Candidates eligible for election to the chapter shall have a minimum cumulative grade point average of 3.7 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(s) shall be the sixth, non-voting, *ex officio* member(s) 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(s).
- 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.

Section 4. Candidates become members when inducted at a special ceremony.

Section 5. An active member of the National Junior Honor Society who transfers from this school will be given an official letter indicating the status of his/her membership.



Section 6. An active member of the National Junior Honor Society who transfers to this school will be automatically accepted for membership in this chapter. The faculty council shall grant to the transferring member one semester to attain the membership requirements and, thereafter, this member must maintain those requirements for this chapter in order to retain his/her membership.

## ARTICLE VI: OBLIGATIONS OF MEMBERS

Section 1. Annual dues for this chapter shall be \$0.

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.

Section 4. Members are required to earn 3 service points during each school year. A service point will be awarded for any service outside of the regularly scheduled meeting.

Section 5. Members should have no more than two unexcused absences per school year. Advisers must be notified of the absence in writing.

## ARTICLE VII: OFFICERS

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

Section 2. All returning members in good standing with the chapter are eligible to run for a position as an officer. The offices of President and Vice President must be held by 8<sup>th</sup> graders. The offices of Secretary, Treasurer, or Public Relations Officer may be held by 7<sup>th</sup> or 8<sup>th</sup> graders.

- **AMENDMENT** (Added September 27th, 2021): *If no 8th grade student shows interest in the role of Vice President, then this officer position will be open to 7th graders.*

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 as president to preside at the meetings of the chapter, and serve as the official representative of the chapter at school and community functions.

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

Section 7. The treasurer shall assist the sponsors in keeping the record of business expenses, dues, and all other financial transactions of the chapter.

Section 8. The public relations officer shall keep the school and community informed of the activities of the chapter by maintaining a bulletin board, taking pictures at events, and promoting activities with signage, announcements, videos, etc.

Section 9. Should an officer need to be relieved of their duties, the organization will hold a special election at the next regular meeting.

Section 10. 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.

#### ARTICLE VIII: MEETINGS

Section 1. Regular meetings of this chapter shall be monthly. Special meetings can be called by the adviser.

Section 2. Members are expected to attend all chapter meetings.

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



## ARTICLE X: DISCIPLINE and DISMISSAL of MEMBERS

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

Section 2. If a member's grade point average falls below the standard in effect when he/she was selected (3.7), he /she will be given a warning and a reasonable time period for improvement. At this time, the member is considered on probation. If the grade point average remains below standard at the end of the warning period the student will be considered inactive. It is the responsibility of the student to approach the advisers when their grade point average meets the requirement.

Section 3. Violations of the law or school regulations can result in immediate consideration of the dismissal of a member (see Section 6 below). These violations include, but are not limited to bullying; 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 community.

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

Section 5. Chapter officers, as representatives of the chapter, can be removed from their positions as a consequence of disciplinary action.

Section 6. In all cases of pending dismissal:

- a. The member will receive **written notification** from the adviser 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 has the opportunity to present his/her 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.
- d. The faculty council's decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies.
- 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.