

Bylaws ~ National Junior Honor Society

Revised 2015-2016

- Article I: The name of the organization shall be
Delmar National Junior Honor Society.
- Article II: The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of Delmar Middle and Senior High School. (from National Constitution)
- Article III: Powers vested in the organization; the right to veto by the principal.
- The principal has the right to veto any decision on probation and/or dismissal.
 - The principal may request the faculty council reconsider a student's application for membership.
- Article IV: Definition of membership for the group (from National Constitution)
- Membership is an honor bestowed upon a student.
 - Selection for membership is by a Faculty Council and is based on outstanding scholarship, character, leadership, citizenship, and service. Once selected, members have the responsibility to continue to demonstrate these qualities.
 - The Faculty Council shall reserve the right to award honorary membership to school officials, principals, teachers, NJHS advisers, adults, students with disabilities, or foreign exchange students in recognition of achievement and/or outstanding service rendered to the school in keeping with the purposes of the National Junior Honor Society. Honorary members shall have no voice or vote in chapter affairs.
- Article V: Nomination & Selection of Member (from National Constitution)
- Student may be considered for membership based upon their academic performance in grades 6, 7, or 8.
 - Student must have been on the honor roll or merit honor roll all 4 marking terms of the previous school year to receive an application form.
 - Candidate must have been in attendance at the school the equivalent of one semester.
 - Student must have demonstrated leadership.
 - Is resourceful in proposing new problems. Applying principles, and making suggestions
 - Demonstrates leadership in promoting school activities

- Exercises influence on peers in upholding school ideals
- Contributes ideas that improve the civic life of the school
- Is able to delegate responsibilities
- Exemplifies positive attitudes
- Inspires positive behavior in others
- Demonstrates academic initiative
- Successfully holds school offices or positions of responsibility, conducting business efficiently and effectively, and without prodding, demonstrates reliability and dependability
- Demonstrates leadership in the classroom, at work, and in school or community activities
- Is thoroughly dependable in any responsibility accepted
- **Student must have demonstrated exceptional character.**
 - Takes criticism willingly and accepts recommendations graciously
 - Consistently exemplifies desirable qualities of behavior (cheerfulness, friendliness, poise, stability)
 - Upholds principles of morality and ethics
 - Cooperates by complying with school regulations concerning property, programs, office, halls, etc.
 - Demonstrates the highest standards of honesty and reliability
 - Shows courtesy, concern, and respect for others
 - Observes instructions and rules, punctuality, and faithfulness both inside and outside of the classroom
 - Has powers of concentration and sustained attention as shown by perseverance and application to studies
 - Manifests truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others
 - Actively helps to rid the school of bad influences or environment.
- **Student must have demonstrated service.**
 - Is willing to uphold scholarship and maintain a loyal school attitude
 - Participates in some outside activity: Girl Scouts; Boy Scouts; church groups; volunteer services for the aged, poor, or disadvantaged; family duties
 - Volunteers dependable and well-organized assistance, is gladly available, and is willing to sacrifice to offer assistance
 - Works well with others and is willing to take on difficult or inconspicuous responsibilities
 - Cheerfully and enthusiastically renders any requested service to the school
 - Is willing to represent the class or school in inter-class and inter-scholastic competition
 - Does committee and staff work uncomplainingly
 - Shows courtesy by assisting visitors, teachers, and students.
 - Completes a minimum of 5 hours of in club community service activities for each year in the organization.
 - Completes a minimum of 5 hours of out of club community service activities for each year in the organization.
- **Faculty Council will examine each student application for:**
 - Each of the qualities above indicated in the application
 - Neat, organized application completed entirely by the student

- A one-page handwritten essay in the student's own handwriting
- Two teacher recommendations with the teacher signature; teachers return the recommendation to one of the NJHS advisors
 - One from a core subject teacher
 - One from a specials teacher
- Timeliness of the application being handed to the advisor
- Decisions will be forwarded to the principal.

Article VI: Frequency of Meetings & Provisions for Special Sessions

- Regular Meetings

Necessary meetings will be scheduled at the beginning of the year or as an event approaches.

Article VII: Duties and Responsibilities

- Organization:

- To serve the school and community.
- To demonstrate the following character qualities: respect, responsibility, trustworthiness, fairness, caring, and citizenship.
- To represent the leadership for the school in academics, athletics, and all other facets of school life.

- Officers:

- President –

- Must be an 9th grade member of good standing who has one full year of membership.
- Must attend all NJHS activities
- Oversees all outreaches
- Liaison between NJHS and school administration.
- Will participate in induction ceremony.
- Will lead all fundraising activities.
- Help set goals for the year for Delmar's NJHS.

- Vice President –

- Must be a member of good standing who has one full year of membership.
- Will organize and prepare for each outreach
- Will participate in induction ceremony.
- Will fulfill the role of President in his/her absence.
- Will assist in fundraising activities.
- Help set goals for the year for Delmar's NJHS.

- Secretary –

- Must be a member of good standing who has one full year of membership.
- Organize and prepare for each outreach
- Keep accurate attendance records of meeting and outreaches.
- Keep accurate minutes of each meeting and take pictures during each outreach and activity.
- Provide minutes to all members no later than 3 days after the meeting.
- Will participate in induction ceremony.
- Will assist in fundraising activities.
- Help set goals for the year for Delmar's NJHS.

- Treasurer –
 - Must be a member of good standing who has one full year of membership.
 - Will collect dues
 - Will organize each outreach
 - Keep accurate records of finances and present information to advisors and officers.
 - Will participate in induction ceremony.
 - Will lead fundraising activities
 - Help set goals for the year for Delmar’s NJHS.
- Historian –
 - Must be an 8th grade member of good standing who has one full year of membership.
 - Will attend all club functions and take photographs with a camera provided by the club (or arrange for a substitute to be present to take pictures).
 - Will submit film or memory card to a club advisor for development.
 - Will compile scrapbook pages to record the club’s yearly activities.
 - Will participate in induction ceremony.
- Advisors:
 - Oversee meetings.
 - Act as secretary and non-voting member of the faculty council.
 - Assist with organization of outreaches
 - Assist with organization of fundraising activities.
 - Help set goals for the year for Delmar’s NJHS
 - Hold elections for new officers in September or October of each school year.
- Member:
 - Will pay \$5 dues each year.
 - Will maintain honor roll or merit honor roll status each quarter.
 - Will portray the qualities of an effective leader in all activities.
 - Will display a high level of integrity in all activities.
 - Will serve the school and community as a volunteer for a minimum of 5 hours individually.
 - Will serve the school and community in NJHS community projects that will require a minimum of 5 hours.
 - Serve on a committee to organize event
 - Participate in the activity
 - Will participate in NJHS fundraising activities.
 - Serve on a committee to organize event
 - Participate in raising of the money
 - Participate in advertising of activity

- Will attend all NJHS meetings.
 - Students must inform the faculty advisor prior to missing a meeting.
 - If illness is the reason for missing a meeting, an excuse slip needs to be presented to the faculty advisor upon return.
 - A student who misses more than 2 unexcused meetings will be warned and possibly placed on probation.
- Transfer membership:
 - In order for a student to transfer his/her membership the following documentation must be produced:
 - A letter from previous school stating that the member fulfilled all of their requirements to be considered in good standing.
 - Must have been on the honor roll or merit honor roll each term at previous school.

Article VIII: Dismissal Procedures

- Academic – Student not maintaining honor roll or merit honor roll status each marking term:
 - Will be placed on probation for one semester.
 - Letter will be sent to student informing them of probationary status.
 - Given one semester to bring grades back up to honor roll status
 - Must continue to attend meetings.
 - Will not be permitted to attend outreach activities or field trips.
 - When a student meets honor roll status for the following semester (two marking terms), student returns to good standing.
 - If student does not return to honor roll status for the following semester, student will be permanently removed from the National Junior Honor Society.
- Leadership & Character – Student participating in activities that are against school policy or violates the law:
 - Will be referred to the faculty council for a hearing. This may result in the student being placed on probation for one semester.
 - Letter will be sent to student informing them of probationary status.
 - Given two months to perform 5 hours of community service to the school/community in addition to the regular requirement of 5 hours for the current year.
 - Must continue to attend after meetings.

- Will not be permitted to attend outreach activities or field trips.
 - If hours are served and documented with a valid signature, student returns to good standing.
 - If hours are not served, student will be permanently removed from the National Junior Honor Society.
 - If activity causes charges to be pressed against the member, student will be referred to the faculty council for a hearing. This may result in the student being placed on probation until charges are dropped or an innocent verdict is found.
 - If activity causes charges to be pressed against the member with a guilty verdict or a suspension any type (in-school or out-of-school) of, student will automatically be referred to the faculty council. This may result in the student being removed from the organization.
- Service – Student did not complete individual out of club service hours, organization in club service hours, attendance at meeting or attendance at fundraising activities:
 - Will be referred to the faculty council for a hearing. This may result in the student being placed on probation for one semester.
 - Letter will be sent to student informing them of probationary status.
 - Given two months to perform 5 hours of community service to the school/community in addition to the regular 5 hour requirement.
 - Must continue to attend meetings.
 - Will not be permitted to attend outreach activities or field trips.
 - When hours are served and documented with a valid signature, student returns to good standing.
 - If hours are not served, student will be permanently removed from the National Junior Honor Society.
- A member may not be placed on probation more than once during his/her membership. If a second probation is warranted, the student will be dismissed immediately.
- In all cases of impending dismissal, a member shall have right to a hearing before the Faculty Council.
- For purposes of dismissal, a majority vote of the Faculty Council is required.
- An officer placed on probation will immediately be removed from office. An election will be held for his/her replacement.
- Members who have been on probation will not be permitted to hold an office.

Article IX: Procedures for Election of Officers, removal from office, and filling vacancies.

- Election of Officers
 - Election will occur in September or October for the current year's officers.
 - Open nominations from returning members will occur.
 - Secret ballots will be calculated by the advisors.
- Removal from Office
 - Officers who are placed on probation will be removed from office immediately.
 - Officers who do not perform their duties:
 - Warned once and then be identified for possible removal by NJHS members of good standing.
 - Can be removed by a 2/3rd vote of NJHS membership.
- Filling Vacancies
 - Any vacancy in office will be filled the next regularly scheduled meeting of the NJHS.
 - If President is removed, the Vice President will take over his/her duties until the next meeting.

Article X: Appeal Process for Induction Decisions

- A student or his/her parent may appeal the choice of the faculty council to have a student's application be revisited for further review.
- The appeal must be requested in writing within one week from the notification of not being accepted into National Junior Honor Society.
- The faculty council will review the individual's application and take a new vote.
- The second decision is final and may not be appealed.

Article XI: Robert's Rules of Order will be followed.

Article XII: Method and procedure for ratification of the bylaws.

- Bylaws will be ratified by a unanimous vote of the faculty council and faculty advisors.

Article XIII: Provisions for amending the bylaws.

- Bylaws may be amended at any time that the officers, faculty council, faculty advisor or principal feel it necessary.
- Changes will be implemented immediately.