

BYLAWS OF THE HOLMES MIDDLE SCHOOL CHAPTER OF
THE NATIONAL JUNIOR HONOR SOCIETY

ARTICLE I: NAME AND PURPOSE:

Section 1: The name of this chapter shall be the Holmes Middle School Chapter of the National Junior Honor Society.

Section 2: The purpose of this chapter shall be to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership, and to encourage the development of character in students of Holmes Middle School.

ARTICLE II: MEMBERSHIP

Section 1: Membership in this chapter shall be known as active, probationary, honorary, and graduate. Active members become graduate members at graduation from 8th grade. Graduate and honorary members have no vote in chapter affairs.

Section 2: 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 3: Eligibility:

- a. Candidates eligible for selection to this chapter must be second-semester 6th graders, or members of the 7th grade.
- b. To be eligible for selection to membership in this chapter, the candidate must have been in full time attendance for a period of one semester at Holmes Middle School.
- c. Candidates eligible for selection to this chapter shall have a minimum cumulative grade point average of 3.5 (out of 4.0=A) and only 4's and 5's in their citizenship marks on their quarterly report cards in all classes. This scholastic level of achievement and citizenship marks shall remain fixed, and shall be the required minimum scholastic and citizenship level to *candidacy* for selection to membership.
- d. Upon meeting the grade level, attendance, citizenship and GPA standard requirements, candidates shall then be considered based on their service, leadership, character and the quality of their Candidate Information Form.
- e. Active members remain eligible by maintaining a 3.5 GPA, citizenship grades of 4 and 5, participating in service projects, including chapter projects, completing 30 hours of service for a calendar year and have no more than 3 unexcused absences from chapter meetings.

ARTICLE III: SELECTION OF MEMBERS

Section 1: The selection of members to this chapter shall be by a majority vote of the Faculty Council consisting of five faculty members appointed by the principal. The chapter advisors shall be non-voting ex-officio members of the Faculty Council.

Section 2: Prior to selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic and citizenship eligibility.

- b. Students who are eligible scholastically and by citizenship marks shall be notified and invited to complete and submit the Candidate Information Form, written in their own handwriting, for further consideration for selection.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically and citizenship eligible, using the Faculty Evaluation Form provided by the chapter advisor.
- d. Candidates shall also obtain an evaluation from a non-related community member, but not a current teacher.
- e. The Faculty Council shall review the Candidate Information Form and Faculty Evaluations in order to determine which applicants will be selected for membership. Selection shall be by majority vote of the Faculty Council.

Section 3: The selection of new, active members shall be held once a year during April/May in the school year.

Section 4: Selected candidates become active members when inducted at a special ceremony.

Section 5: An active member of the chapter who becomes a part-time student following induction is expected to meet all membership requirements of full-time students. For the benefit of the chapter and communication, they may not, however, take on a leadership role as officer.

Section 5: An active member of the National Junior Honor Society who transfers from this school will be given a letter indicating the status of his/her membership and signed by the Chapter Advisor.

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 requirement and, thereafter, this member must maintain those requirements for this chapter in order to retain his/her membership.

ARTICLE IV: DISCIPLINE AND DISMISSAL

Section 1: Any member who falls below the standard of scholarship, leadership, character, meeting attendance or service may be dismissed from the Holmes Middle School Chapter of the National Junior Honor Society. A member of NJHS is expected to maintain his/her academic standing and take an active role in service and leadership to his/her school and community. If a member receives a warning of deficiency in active membership requirements, they become a probationary member for one quarter in order to correct the deficiency. They must meet all active membership by the end of the probationary period in order to return to active membership.

Section 2: If a member's cumulative grade point average falls below the standard of 3.5 (out of 4.0), he/she will be given a written warning and a time period for improvement. If the cumulative grade point average remains below 3.5 at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council that may include dismissal from the chapter. The same will be true for those members who are not meeting the requirement for service or meeting attendance.

Section 3: Violation of the law or school regulations can result in dismissal of a member. These violations include, but are not limited to, any Level 3 offense or a Level 2 offense which violates character standards, such as cheating, altering school records or stealing.

Section 4: Offenders of the school conduct code (any Level 2 offense) may receive a written warning notification. Members are strongly encouraged to redeem the Level 2 offense through the Opportunity Center. If the member is involved in a subsequent violation of school conduct code, the member may be dismissed.

Section 5: In all cases of pending dismissal:

- a. The member will receive written notification indicating the reason for the possible dismissal from the adviser. The member and advisor will discuss the written notification in a conference.
- b. The member will be given the opportunity to respond to the charge against him/her at a hearing before the Faculty Council prior to the vote on dismissal. The member may present his/her defense in person or in writing. 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 reviewed by the principal and then if confirmed, expressed in a letter sent to the student, parents and principal. Dismissed members must surrender any membership emblems to the adviser.
- d. When a student is dismissed or resigns, he/she is no longer a member and may never again be considered for membership in the National Junior Honor Society at Holmes Middle School.
- e. In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

ARTICLE V: OFFICERS

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

Section 2: Student officers shall be elected at the last meeting of each school year. All active members who are or intend to be enrolled at Holmes Middle School full-time are eligible to run for a position as an officer. All active members of the chapter are eligible to vote.

Section 3: A majority vote of active members shall be necessary to elect any officer in 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 for this chapter. The president will set the agenda for each meeting with the assistance of the executive committee. The president represents the chapter throughout the school and community.

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 for one grade level.

Section 6: The secretary shall keep the minutes of meetings and be responsible for all official chapter correspondence as well as attendance at the meetings.

Section 7: The treasurer shall keep the record of chapter expense, fundraising, dues and all other financial transactions of the chapter, with assistance and oversight of the chapter advisor. The treasurer shall also keep a record of service hours for one grade level.

Section 8: The historian is responsible for recording the activities of the chapter throughout the year, creating a living record to be carried through the years through word and picture. The historian prepares the slide show review of activities for the induction ceremony and assists with the web site information.

ARTICLE VI: EXECUTIVE COMMITTEE

Section 1: The executive committee shall consist of the faculty advisor(s) and the chapter officers.

Section 2: The executive committee shall have general charge of the meetings, agenda and business of the chapter, but any action of the executive committee is subject to the review of the chapter members.

ARTICLE VII: MEETINGS

Section 1: Meetings of this chapter shall be a minimum of once per month, with a high likelihood of twice per month if one meeting is primarily for service.

Section 2: All chapter members are expected to attend all regularly scheduled chapter meetings. To remain active, a member can have no more than 3 unexcused absences.

ARTICLE VIII: 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. Each member is expected to provide 30 hours of community service through the calendar year (June – May) including 10 hours over the summer for the individual project.

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 particular talents and interests and as approved by the chapter advisor(s). This is in addition to the chapter projects to which all members contribute.

Section 5: The chapter shall publicize its projects in a positive manner.

ARTICLE IX: DUES AND FUND-RAISING

Section 1: Dues are set at \$25 annually and due to the chapter treasurer no later than October chapter meeting of each school year which includes a Chapter Tshirt. For any year that a NEW T-shirt is not ordered, dues for returning members will be only \$15.

Section 2: Any member who is in need of assistance with the annual dues should speak to the chapter advisor prior to September 15 of the school year.

Section 3: Dues are used to cover expenses of the chapter for completing service projects, covering expenses of the induction ceremony in the spring and any other expenses agreed to by the chapter.

Section 4: Fund-raising is a possibility if dues are insufficient to cover agreed expenses.