

BY-LAWS FOR NATIONAL JUNIOR HONOR SOCIETY CHAPTER

Banquete Junior High

ARTICLE I: NAME AND PURPOSE

- Section 1: The name of this chapter shall be the National Junior Honor Society of Banquete Junior High School Chapter.
- 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 Banquete Junior High.
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- Section 3: NJHS is a program of the National Association of Secondary School Principals (NASSP), 1904 Association Drive, Reston, VA 20191-1537, a 501(c) (3) not-for-profit association.

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. (The term "adviser," shall also mean "co-adviser" in years when two advisers are appointed.)
- Section 3: The principal shall annually appoint a Faculty Council composed of five 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 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 shall 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.
- Section 5: The chapter adviser shall be an ex-officio, non-voting, sixth member of the Faculty Council.
- Section 6: The chapter adviser(s) shall be a member of the faculty, appointed annually by the principal, and may serve consecutive terms.

ARTICLE IV: FACULTY COUNCIL

- Section 1: The Faculty Council shall consist of five (5) voting faculty members appointed annually by the principal using recommendations by the Executive Committee. The chapter adviser shall be an ex officio, non-voting, sixth member of the Faculty Council. No principal or assistant 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 Faculty Council shall meet at least once a year to review the procedures of the chapter, select members, and to consider non-selection, dismissal, other disciplinary actions, and warning cases.
- Section 4: The Faculty Council will develop and revise, when necessary, all chapter procedures for selection, discipline, and dismissal of members, all of which must remain in compliance with this Constitution and NJHS policies

ARTICLE V: MEMBERSHIP

- Section 1: Membership in this chapter is an honor bestowed upon deserving students by the faculty, and shall be based on based on outstanding scholarship, character, leadership, service, and citizenship. Once selected, members have the responsibility to continue to demonstrate these qualities.
- Section 2: 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 vote in chapter affairs.
- Section 3: Members who resign or are dismissed are never again eligible for membership or its benefits.
- Section 4: An active member of the National 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.
- Section 5: An active member of the National Honor Society who transfers from this school will be given a letter indicating the status of his/her membership and signed by the principal.
- Section 6: Candidates become members when inducted at a special ceremony.

ARTICLE VI: SELECTION OF MEMBERS

- Section 1: Candidates eligible for selection to this chapter must be members of the 7th and 8th grades.

Section 2: Candidates eligible for selection to the chapter shall have a minimum cumulative grade point average of 90. This scholastic level of achievement shall remain fixed, and shall be the required minimum scholastic level of achievement for admission to candidacy. All students who can rise in scholarship to or above such standard may be admitted to candidacy for selection to membership.

Section 3: Prior to selection, the following shall occur:

- a. Student's academic and discipline records shall be reviewed to determine scholastic and character eligibility.
 - i. Students who have an office referral or an excess of lunch detentions during their 7th or 8th grade year will not be considered for candidacy as that does not demonstrate NJHS level of character.
 - ii. Students who have excess absences will not be considered for candidacy.
- b. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser.
- c. Students who meet the requirements scholastically and with the faculty evaluations shall be notified and asked to complete and submit the Student Activity Information Form for further consideration for selection.
- d. The Faculty Council shall review the Student Activity Information Form and faculty evaluations in order to determine membership.

Section 4: The selection of members to this chapter shall be by a majority vote of the Faculty Council. Prior to notification of any candidates, the chapter adviser shall review with the principal the results of the Faculty Council's deliberations.

Section 5: The selection of new, active members shall be held once a year during the second semester of the school year.

Section 6: A description of the selection procedure shall be published on the school's website which 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.

ARTICLE VII: DISCIPLINE AND DISMISSAL

Section 1: The Faculty Council, in compliance with the rules and regulations of the National Junior Honor Society, shall determine the procedure for dismissal. 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 the law, a member does not have to be warned.

Section 3: If a member's cumulative grade point average falls below the standard in effect when he/she was selected, he/she will be given a written warning and a time period for improvement. If the cumulative grade point average remains below standard at the end of the probationary period, the student will be subject to further disciplinary action by the Faculty Council that may include dismissal from the chapter.

Section 4: Violation of the law or school regulations can result in dismissal of a member. These violations include, but are not limited to, stealing, destruction of property, cheating, truancy, or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities.

Section 5: Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absence, excessive tardiness, etc.) will receive written warning notification. A conference may be request by either party (Faculty Council or student/parent). If the member is involved in another violation of the school conduct code, the member may be dismissed.

Section 6: In all cases of pending dismissal:

- a. The member will receive written notification indicating the reason for possible dismissal from the adviser/Faculty Council. The member and adviser will discuss the written notification in a conference. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written warning although a hearing must still be held.
- 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 (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 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 member must surrender any membership emblems to the adviser.
- d. The Faculty Council's decision may be appealed to the building principal and afterwards through the school district discipline policy.
- e. 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 Honor Society.

Section 6: In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

ARTICLE VIII: NOMINATIONS AND ELECTION OF OFFICERS

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

Section 2: Student officers shall be elected at the first meeting after the induction ceremony. All returning active members 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 shall be necessary to elect any officer of this chapter. If the vote does

not yield a majority, a second vote shall be taken of the two candidates receiving the highest number of votes.

ARTICLE IX: OFFICERS DUTIES AND RESPONSIBILITIES

- Section 1: It shall be the duty of the president to preside at the meetings/provides directions.
- Section 2: The vice-president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service.
- Section 3: The secretary shall keep the minutes of meetings and be responsible for all official chapter correspondence.
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- Section 4: The treasurer shall keep records of all financial matters.

ARTICLE X: EXECUTIVE COMMITTEE

- Section 1: The executive committee shall consist of the faculty adviser and the chapter officers.
- 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 bylaws. All actions and recommendations of the executive committee shall be subject to the review of the chapter membership.
- Section 3: The executive committee shall have the responsibility for ensuring that chapter activities and procedures follow school policy and regulations.

ARTICLE XI: MEETINGS

- Section 1: Meetings of this chapter shall be monthly.
- Section 2: All chapter members are expected to attend all regularly-scheduled chapter meetings.
- Section 3: Special meetings approved by the executive committee may be called by the chapter adviser

ARTICLE XII: 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: The 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. Failure to participate in chapter projects will result in probationary status as a member unless a valid excuse is supplied to the adviser.
- 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 adviser. This is in addition to the chapter projects to which all members contribute. This should consist of 15 hours of service for the year.

- a. In December and at the beginning of April, members shall record the service on a verification sheet. Verification sheets must be turned in by the end of each grading period to the chapter adviser.

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

ARTICLE XIII: INSIGNIA

- Section 1: Each active and honorary member of this chapter who is in good standing with regard to the membership standards and member obligations shall have the privilege of wearing the emblem adopted by the National Honor Society.
- Section 2: Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.
- Section 3: The motto of the National Junior Honor Society shall be Light Is the Symbol of Truth.
- Section 4: The official colors of the National Junior Honor Society shall be blue and white.
- Section 5: The official flower of the National Junior Honor Society shall be the white rose

ARTICLE XIV: AMENDMENTS

These By-Laws will be reviewed annually by the Chapter Members. NOTE: BY-LAWS MUST BE CONSISTENT WITH THE NATIONAL JUNIOR HONOR SOCIETY CONSTITUTION AND HANDBOOK. Any recommended change must be approved by the faculty council and 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 Faculty Council, though input from the chapter is allowed.

Date: 11/7/18

Chapter Adviser: Rachel Medrano, Rachel Medrano

Principal: Ramiro Pena, Ramiro Pena

Statement of non-discrimination: The Banquete Junior High 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, sexual orientation, and disability. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.