

Bylaws for the Kelly Lane Middle School National Junior Honor Society

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ARTICLE I: Name

The name of this organization shall be the Kelly Lane Middle School National Junior Honor Society of Secondary Schools (NJHS).

ARTICLE II: Purpose

The purpose of this organization shall be to recognize and encourage academic achievement, promote leadership, develop character, render service, and encourage good citizenship in the students of secondary schools.

ARTICLE III: Powers Vested in the Organization

Section 1. National Association

The control of this organization shall be vested in the National Council. NJHS shall be under the sponsorship and supervision of the National Association of Secondary School Principals (NASSP), 1904 Association Drive, Reston, VA 20191-1537.

Each chapter shall pay a chartering fee determined by the National Council. Each school with a chapter shall pay an annual affiliation fee recommended by the National Council and approved by the NASSP Board of Directors.

The annual individual member dues paid to a chapter or state affiliate, if any, shall not exceed ten dollars inclusively. The exact amount shall be determined by the executive committee of the chapter and shall be subject to the approval of the chapter membership.

Section 2. Principal

The Principal shall reserve the right to approve all activities and decisions of the chapter, and shall annually appoint a member of the faculty as chapter adviser, who may serve consecutive terms. The Principal shall annually appoint the Faculty Council composed of five members of the school's faculty who may serve consecutive terms. The Principal shall receive appeals in cases of non-selection of candidates, and the disciplining or dismissal of members.

Section 3. Advisors

The chapter advisor shall be responsible for the direct, day-to-day supervision of the chapter and act as liaison between faculty, administration, students, and community. The chapter advisor shall regularly review each member for compliance with Society standards and obligations, and shall help the chapter officers understand and carry out their duties.

ARTICLE IV: Definition of Membership of the Group

Section 1. Membership

Membership in local chapters is an honor bestowed upon a student. Selection for membership is by the Faculty Council and is based on outstanding scholarship, leadership, service, character, and citizenship. Once selected, members have the responsibility to continue to demonstrate these qualities.

Section 2. The Faculty Council

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.

Section 3. Candidates

Candidates become members when inducted at a special candlelight ceremony during the fall semester.

Section 4. Transfers

An NJHS member who transfers to another school and brings a letter from the 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 two six weeks in order to retain membership.

Section 5. Resignations

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

ARTICLE V: Selection of Members

Section 1. Eligibility

To be eligible for membership the candidate must have completed their seventh grade academic year. Candidates must have been in attendance at the school the equivalent of one semester. (Note: Some candidates may be ineligible for induction because of the semester ruling. Many students, including students of military parents, are required to move with parents or guardians that have transferred in their work. The present school principal should seek a recommendation from the previous principal; the Faculty Council may waive the semester regulations.)

Section 2. Minimum Standard

The minimum standard for scholarship shall be a cumulative scholastic average of at least 94 percent after PreAP classes have been weighted (Each PreAP class shall have an extra 7 points added to the final yearly average.).Candidates shall then be evaluated on the basis of service, leadership, character, and citizenship.

Section 3. Voting

The selection of each member to the chapter shall be by a majority vote of the Faculty Council.

Section 4. Procedure Publication

A description of the selection procedure shall be published and available 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 NJHS.

Section 5. The steps for selection procedure:

1. Student's academic records will be reviewed to determine those persons who are **scholastically eligible** for membership who meet the required cumulative GPA of 94 percent.
2. Student's academic records will be reviewed to determine those persons who met the scholastic requirement and do NOT have any unacceptable citizenship comments on their 7th grade report card.
3. Students who meet the scholastic and citizenship requirements will be notified and informed that for further consideration for selection to the chapter, they must complete the Student Activity Information Form. This form outlines the candidate's accomplishments in the areas of service and leadership and includes a component that allows faculty input regarding citizenship.
4. Candidates must meet the deadlines put forth for returning the Student Activity Information Form to be considered by the Faculty Council.
5. The actual selection of new members must be made by a vote of the five appointed members of the Faculty Council who will use this form as additional information in considering selection.
6. The Student Activity Information Form will be reviewed by the Faculty Council, along with any other verifiable information about the candidates relevant to the consideration for membership. With the vote on each candidate, those candidates receiving a majority vote of the faculty council will be invited for induction into the chapter.
7. Prior to notification of any candidates, the chapter adviser will report to the principal the results of the faculty council's deliberations for approval.
8. Formal notification will be made of all selected candidates and their parents to inform them in writing about selection and the timing of the induction ceremony.
9. To finalize the plans for induction, students will need to return documents for verification of new membership, acceptance of the invitation for membership, and attendance at the induction ceremony.

ARTICLE VI: Frequency or Meetings

Mandatory general membership meetings will be held once every month. Additional meeting times may be required during service projects. Members will participate in at least three community service projects: two chapter projects and at least one individual project.

ARTICLE VII: Duties and Responsibilities of Organization and Officers

The Officer Council will be made up by the: president, vice-president, treasurer, secretary and two other possible members selected by the president. Officers share the tasks of organizing and conducting an induction ceremony and various service projects. In addition to these responsibilities, each officer oversees the following areas:

The **president** and **vice president** share the responsibilities of motivating, organizing, and leading the officers, conducting the meetings, and supervising service committees. The **treasurer** will write receipts for dues and fund raising activities. The **secretary** keeps notes on all the meetings and is responsible for collecting the service points of the members.

The president may place up to two other members on the Officer Council.

NJHS officers will require a larger time commitment. Normally, the officers meet prior to the monthly meeting to go over the agenda. The week before an induction ceremony, however, they may meet several times.

ARTICLE VIII: Procedures for Elections

Applications for NJHS Officers will be held once every fall. All officer candidates should be prepared to make a short speech to members. Students will be notified of a specific time and place. The speech should not be longer than three minutes and should explain what would make them a good officer and what goals for the position are prominent.

ARTICLE IX: Provisions for Amending the Bylaws

The advisors and principal will prepare any amendment concerns and present the suggestions to the Faculty Council for approval.