

# Q.V.M.S. NJHS Bylaws

Chapter Bylaws of Quail Valley Middle School (also known as QVMS) Chapter of the National Junior Honor Society.

Adopted: April 14, 2023

## ARTICLE I: NAME

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

## ARTICLE II: PURPOSE

The purpose of this chapter shall be to create an enthusiasm for scholarship, to stimulate a desire to render service to better our QVMS and its community, to promote worthy leadership, and to encourage the development of character and citizenship in students.

## ARTICLE III: POWERS

**Section 1.** This chapter operates under the direction of and in full compliance with the NJHS (National Junior Honor Society) National Constitution.

See [www.nhs.us/constitutions](http://www.nhs.us/constitutions).

**Section 2.** The chapter adviser is 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: 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 representative of the campus. The chapter adviser shall be the sixth, nonvoting member 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.
- 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 and once the obligations of members are met.

**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 their membership at QVMS.

**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 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 their membership.

## ARTICLE V: 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, honorary, and alumni. Active members become alumni members at graduation. Honorary members are selected at the discretion of the faculty council. Alumni and honorary members have no voice or vote in chapter affairs.

**Section 3.** Eligibility:

- a. Candidates eligible for selection to this chapter must be in the second semester of their seventh-grade year.
- 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 Quail Valley Middle School.

Candidates eligible for selection to the chapter **must maintain a cumulative, overall middle school average of 85 in ALL courses with numerical grades and have no failing final grades in any courses.** Upon meeting the grade standards, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, character, and citizenship.

**Section 4:** If the student has violated the student code of conduct two or more times before application, the student will not be considered to apply for NJHS.

## ARTICLE VI: OBLIGATIONS OF MEMBERS

**Section 1.** Annual dues for this chapter shall be \$20.00. Dues will be payable to the chapter within 30 days (about 4 and a half weeks) of the academic year following induction.

**Section 2.** Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be granted the privilege to wear the emblem adopted by the National Junior Honor Society.

**Section 3.** Each member must complete a total of a minimum of 10 hours per academic semester (20 per year) after their membership has begun.

## ARTICLE VII: OFFICERS

**Section 1.** The officers of the chapter shall be president, vice president, secretaries (2), parliamentarian, treasurer, and historians (2).

**Section 2.** Student officers shall be elected at the first meeting of each school year. Any active member can nominate an eligible member as a candidate for office.

**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 shall also keep a record of members' contributions to leadership and service.

**Section 6.** The secretaries shall keep the minutes and attendance records for meetings and be responsible for all official correspondence.

**Section 7.** The treasurer shall keep the record of business expenses, dues, and all other financial transactions of the chapter.

**Section 8.** The parliamentarian will keep order in the meetings and help them run smoothly.

**Section 9.** The historians will take pictures and create infographic evidence of the chapter.

**Section 10.** It is the responsibility of the officers to keep records of the meeting minutes, attendance, and member service logs.

**Section 11.** 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. Any action by the executive committee is subject to the review of the chapter members.

**Section 12.** With a majority vote of 2/3 of the member population after receiving approval from the sponsors, the president (or other officers) can be impeached from their positions.

## ARTICLE VIII: MEETINGS

**Section 1.** Regular meetings of this chapter shall be held once per month. Special meetings can be called by the president with approval of the adviser.

**Section 2.** This chapter shall conduct its meetings according to *Robert's Rules of Order*.

**Section 3.** Members may miss no more than two meetings per academic year, unless in the case of an emergency.

**Section 4.** All meeting dates will be posted in the QVMS NJHS Schoology course. Group updates will be managed through it as well.

## ARTICLE IX: ACTIVITIES

**Section 1.** The chapter shall determine two 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.** Each member shall have the responsibility for choosing and participating in an individual service project that reflects his or her talents and interests and is approved by the chapter adviser if they cannot participate in the group service project.

**Section 5.** The chapter shall publicize and promote its projects in a positive manner.

**Section 6.** The chapter shall hold and publicize one (or more) fundraiser(s) per academic year.

## 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 Quail Valley Middle School chapter of the National Junior Honor Society. A member is expected to maintain his/her academic standing and take an active role in service and leadership in his/her school and community.

**Section 2.** If a member's cumulative grade point average falls below the standard in effect when he/she was selected (**overall average 85 in all classes**), he /she will be given a written warning and a reasonable time period for improvement. If the cumulative grade point average remains below standard at the end of the warning period, the student may be subject to further disciplinary action by the faculty council that can include consideration of dismissal from the chapter.

**Section 3.** Violations of the law or school regulations can result in immediate consideration of the 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 or in the community.

**Section 4.** Offenders of the school code of conduct (such as use of profanity, failure to comply, unexcused absences, excessive tardiness, etc.) will receive written warning notification. A conference may be requested by either party (faculty council or student/ parent). If the member is involved in another violation of the school code of conduct, the member may be considered for immediate dismissal.

**Section 5.** Chapter officers, as representatives of the chapter, can be removed from their positions as a consequence of disciplinary action taken by the faculty council. At meetings, chapter officers may be exiled from their position due to multiple reports which break actions that are considered negatively influential towards the community from the members.

**Section 6.** In all cases of pending dismissal:

- a. The member will receive written notification from the adviser/faculty council indicating the reason for consideration of dismissal.
- b. The member will be given the opportunity to respond to the charge(s) against him/her at a hearing before the faculty council prior to any vote on dismissal. 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. Dismissed members must surrender any membership emblems to the adviser.
- d. The faculty council's decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies (Policy F & G Local).
- 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.

## **ARTICLE XI: RATIFICATION, APPROVAL, REVIEW, AND AMENDMENTS.**

**Section 1.** These bylaws will be approved upon receiving a majority affirmative vote of all active members of the chapter, a majority affirmative vote of the faculty council, and approval by the administration.

**Section 2.** These bylaws shall be reviewed and, if necessary, revised within a timely manner from the date of approval noted on this document.

**Section 3.** These bylaws may be amended by a majority of the vote of the chapter, provided notice of the proposed amendment has been given to members at least one month prior to the vote. The exceptions are Articles IV and X, which are developed by the faculty council with the approval of the principal.