

David Crockett Middle School
National Junior Honor Society Handbook
2016-2017

NJHS Rules and By-Laws



**INSIDE THIS
HANDBOOK:**

Rules

**Point Breakdown for
Current Members**

Name & Purpose

**Membership & Selec-
tion of Members**

Discipline & Dismissal

**Officers & Executive
Committee**

Activities

**Points System, Em-
blem, Dues, Powers
Amendments**

Rules of the DCMS National Junior Honor Society

1. When a member's GPA falls below an 85 the member will be placed on academic probation for one academic term. If the member does not bring up the required GPA, the member will then be dismissed from the chapter.
2. Each member must attend all meetings. When a member misses 3 unexcused meetings, the member will be dismissed from the chapter. (refer to Article VII: Meetings)
3. All members are requested to attend the NJHS induction ceremony and it will count towards the points system. *The induction will be held in the spring.*
4. Participation for candy sales will count toward your service to NJHS.
5. Each current member must pay their dues of \$20 in the fall.
6. The Handbook form with signatures from both the parent and the student member of NJHS must be re-turned to the NJHS advisor one week from the date that the member received the handbook or that member will be placed on probation and then possible dismissal if the form is not turned in. (refer to Article Xiii: Handbook/Bylaws Parent Signature Form)

David Crockett Middle School

National Junior Honor Society By-Laws

Article I: Name and Purpose

Section 1—The name of this chapter shall be the David Crockett 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 David Crockett Middle School.

Article II: Membership

Section 1— Membership in this chapter shall be known as active.

Section 2 — Membership in this chapter is an honor earned by a student. Selection for membership is by a 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 3— Eligibility for selection into the NJHS is:

- A. Students must be members of the 7th or 8th grade class.
- B. Minimum GPA of 85
- C. Upon meeting the grade level, attendance, and GPA standard requirements, candi-

dates shall then be considered based on their service, leadership, and character.

Article III: Selection of Members

Section 1— The selection of members to this chapter shall be by the majority vote of the Faculty Council consisting of an odd number of members appointed by the principal or by the advisor if the principal delegates the power of the advisor to appoint the five members of the Faculty Council. The chapter advisor shall be the nonvoting, ex officio member of the Faculty Council.

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

- A. Students academic records shall be reviewed to determine scholastic eligibility.
- B. Students who are eligible scholastically ("candidates") shall be notified and asked to attend a meeting where they will be given a packet containing the Student Activity Information form(s) and 6 Teacher Evaluation forms. These forms will be used for further consideration for

selection.

- C. The candidate will then choose at least 4 but no more than 6 teachers to give to the teachers of his/her choice. The teacher must have known the student for at least 6 months. The evaluations are to be turned in, sealed in an envelope, with the student's name written on the outside. These forms are to be turned in when the candidate turns in their Activity Information form and essay.
- D. The candidate will write an essay 1 to 2 pages long, New Times Roman font, size 12, double spaced, relating background information of the student and why they want to be in NJHS. They should also explain why they would be an asset to NJHS.
- E. The Faculty Council shall review the Student Activity Information form(s), teacher evaluations and essays in order to determine membership.

Section 3— The selection of new active members shall be held once a year during the spring semester of the school year.

Section 4— Candidates become members when inducted at a special ceremony.

Section 5— Once selected and inducted, all members are expected to maintain the standards by which they were selected and maintain all obligations of membership.

Section 6— An active member of the National Junior Honor Society who transfers from this school will be given a letter indicating the status of his or her membership and signed by the principal or chapter advisor.

Section 7— an active member of the National Junior Honor Society who transfers to this school will be automatically accepted for membership to this chapter. The Faculty Council shall grant to the transferring member one semester to attain the membership requirements for this chapter in order to retain his or her membership.

Article IV: Discipline and Dismissal

Section 1— Any member who falls below the standards of scholarship, leadership, character, or service may be considered for dismissal from the David Crockett Middle School Chapter of the National Junior Honor Society. A member of the National Junior Honor Society is expected to maintain his/her academic standing and take an active role in service and leadership to his/her school and community.

Section 2— If a member's weighted GPA of 3.5 falls below the standard he/she was selected, he/she will be given a written warning and a time period for improvement. If the weighted GPA remains below standard at the end of the warning period, the student will be subject to

further disciplinary action by the Faculty Council, which will be dismissal from the chapter.

Section 3— If a member fails to perform any of the published obligations, rules, or deadlines of membership, he/she will be given a written warning and a time period for improvement. If the obligation, rule, or deadline remains unmet at the end of the warning period, the student will be subject to further disciplinary action by the Faculty council, which may include dismissal from the chapter.

Section 4— Violation of the law or school regulations (Code of Conduct) will result in dismissal from the chapter. These violations include, but are not limited to, cheating; plagiarism; inappropriate use of technology; truancy; stealing; destruction of property; possession, selling, or being under the influence of drugs or alcohol at school or school-related activities; or referrals for any Level III and IV offense. The remaining violations that would result in dismissal from the chapter are all Level II and IV offenses as stated in the FBISD Student Code of Conduct. **NOTE:** A referral can only be revoked **by the teacher that issued the referral.**

Section 5— Offenders of the student code of conduct will be subject to probation and/or dismissal from the chapter. Violations include, but are not limited to, attendance issues (i.e.—excessive tardiness, unexcused absences, etc.); dress code violations; detention/school plus; or lack of classroom preparedness as determined by the teacher.

NOTE: For the stated violations, if a referral is written, the member will receive a written warning and be placed on probation for a

time period until the behavior is judge acceptable by the Faculty Council and the NJHS Advisor. If the above violations are repeated for a second time and a second referral is written, the member will be dismissed from the chapter.

Section 6— In case of pending dismissal:

- A. The member will receive written notification indicating the reason for the dismissal from the advisor or the Faculty Council. The member and the advisor can discuss the written notification in a conference. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action (i.e. dismissal) without written warning although a hearing must still be held.
- B. The member can be given or request an opportunity to respond to the charge against him/her at a hearing before the Faculty Council. The Faculty Council then can revoke on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member.
- C. Dismissed members must surrender any membership emblems to the advisor (NJHS and card).
- D. The Faculty Council's decision may be appealed to the principal.
- E. When a student is dismissed or resigns, he/she is no longer a member and may not be reconsidered for membership in the National Junior Honor Society.
- F. Any appeal to the Faculty Council or Principal for possible reinstatement, must be made within one week of the date of the dismissal letter received by the member.

Article V: 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 last meeting of each school year. 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 the 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.

Section 5— The vice president shall preside in the absence of the president at the meetings for this chapter.

Section 6— The secretary shall keep the

minutes and be responsible for all official chapter correspondence.

Section 7— The treasurer shall help the advisor keep records of chapter expenses, dues, and all other financial transactions of the chapter.

Article VI: Executive Committee

Section 1— The executive committee shall consist of the faculty advisor and the chapter officers.

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

Article VII: Meetings

Section 1— Meetings of this chapter shall be held on the 1st and 3rd Thursday each month at 4:15 p.m.

Section 2— All chapter members are expected to attend the scheduled meetings for the school year. A complete list of meeting

dates will be given to all members at the first scheduled meeting of the year.

Section 3— Each meeting will be worth two points toward the overall points system in place for members of the David Crockett Middle School Chapter of the National Junior Honor Society. If a member is late to the meeting, only 1 point will be given for that meeting.

Section 4— If a member misses a meeting, it will be the member's responsibility to provide an excused absences as determined by the attendance office within five days of the missed meeting. Once an excused absence is shown to the chapter advisor, the member will then have an opportunity to make up the meeting time and receive 1 point for that meeting by reading the minutes from the missed meeting and completing one hour of

volunteer service and appropriately completing the NJHS Volunteer form within two weeks of the missed meeting date. If the member does not complete the community service within the specified time period, then that missed meeting will count toward one of the three meetings that can be unexcused for the year.

If a member misses a meeting that is not excused as determined by the attendance office, that meeting will count toward one of the three meetings that can be unexcused for the year. Any member who has three unexcused missed meetings for the year will be dismissed from the chapter. The Faculty Council will first be notified that the member has missed their third unexcused meeting. The Faculty Council will vote and a dismissal letter will be written and sent to the member. **NOTE:** See Article IV, Section 6 for dismissal procedures.

Article VIII: Activities

Section 1— The chapter shall determine one or more service projects for the year.

Section 2— All members shall regularly participate in and attend chapter projects.

Section 3— Certain chapter projects will receive points towards the overall points system in place for members of the David Crockett Middle School Chapter of the National Junior Honor Society.

Section 4— These projects shall have the following characteristics:

- A. Fulfill a need within the community
- B. Have the support of the administration and faculty
- C. Be appropriate and educationally defensible
- D. Be well planned, organized, and executed.

Section 5— Each member shall have the responsibility for choosing and participating in 10 hours of volunteer/service hours per semester, that reflects his/her particular talents and interests as approved by the chapter advisor.

Article IX: Points System

Section 1— Active membership in this chapter will be based on a points system for all members.

Section 2— Current member points break down: each meeting scheduled for the school year will be worth two points (if a member is late to the meeting, only one point will be given), induction ceremony attendance and participation is worth ten points. Total points earned are fifty points. Each current member must

have a total of 50 points to remain in the National Junior Honor Society by the last scheduled meeting of the year.

Section 3— New members (inducted in the spring) will be required to attend all remaining meetings.

Section 4— If a member is ten or more points below the required points' status on or before that last scheduled meeting for the year, then that member will be dismissed from the chapter.

Section 5— If a member is less than ten points below the required points status on or before the last scheduled meeting for the

year, then this member can complete volunteer service hours to make up points.

- A. must complete volunteer service hours within one month of notification from the chapter advisor of deficient points.
- B. For every one point deficient, the member must complete two hours of volunteer service.
- C. The NJHS volunteer form must be appropriately filled out and signed and returned to the chapter advisor within the one month time frame.



David Crockett Middle School

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The Honor Society is a school service organization that is in part based on the students' academic achievements.

Membership is an honor bestowed upon a student. Selection for membership is done by a 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.

The David Crockett Middle School National Junior Honor Society is a service organization for outstanding students at David Crockett Middle School. The DCMS NJHS represents the school as guides and ambassadors. We also conduct Canned Food Drives for the Food Bank. In addition, NJHS takes an active role in teacher appreciation week.

Article X: Emblem, Article XI: Dues, Article XII: Powers, Article XIII: Handbook/Bylaws Parent Signature Form, and Article XIV: Amendments

Article X: Emblem

Section 1— Each 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 Junior Honor Society.

Section 2— Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

Article XI: Dues

Section 1— Annual dues for this chapter shall be \$20.

Section 2— Dues will be payable to the chapter advisor or treasurer within a specified time period stating in writing.

Article XII: Powers

Section 1— The chapter advisor is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 2— the principal shall reserve the right to approve all activities and decisions of the chapter.

Section 3— These bylaws are designed to amplify provisions of the national constitution and cannot contradict any components thereof. The chapter is obligated to adhere to the provisions of the national constitution in all activities it undertakes.

Article XIII: Handbook/Bylaws Parent Signature Form

Section 1— The handbook/chapter bylaws parent signature form must be signed by both the parent and the student member of NJHS and returned to the chapter advisor within the stated

time period, which will be in writing and provided to each member at the first scheduled meeting.

Section 2— Failure to return the form signed in the time period allotted will result in the NJHS member being placed on probation for one week. During the one week probationary period the member must bring the form in signed. If the member fails to turn in the form within the one week probationary period, the member will then be dismissed from the chapter.

Article XIV: Amendments

Section 1— Bylaws and amendments must be consistent with the constitution of the National Junior Honor Society. Additional articles can be added as needed.