

**RONALD THORNTON MIDDLE SCHOOL
NJHS Bylaws**

Chapter Bylaws
of the
Thornton NJHS Chapter
of the
National Junior Honor Society
Adopted: October 1, 2018

ARTICLE I: NAME

The name of this chapter shall be the Thornton NJHS Chapter of the National Junior Honor Society of Ronald Thornton Middle School.

ARTICLE II: PURPOSE

The purpose of this chapter shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, to develop character, and to encourage citizenship in students of Ronald Thornton Middle School.

ARTICLE III: POWERS

Section 1: This chapter operates under the direction of and in full compliance with the National Constitution of NJHS. See www.njhs.us/constitutions. In addition, this chapter will maintain active affiliation with the national organization on an annual basis.

Section 2: There is not a state chapter in Texas.

Section 3. The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal. The chapter adviser shall maintain the direct, day-to-day supervision of the Chapter adviser and act as liaison between the faculty, administration, students, and the community. The chapter adviser shall regularly review each-member for compliance with Society standards and obligations. The chapter adviser may serve consecutive terms.

Section 4: Final authority on all activities and decisions of the chapter resides with the school principal.

Section 5: The faculty council shall consist of five voting faculty members appointed by the chapter adviser, with the principal's approval. Does not include the principal, assistant principal, chapter advisor, or non-certified administrative staff.

Section 6: 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: MEMBERSHIP

Section 1: Membership in this chapter is an honor bestowed upon deserving students by the Faculty Council and shall be based on the criteria of outstanding scholarship, service, leadership, character, and citizenship. Once selected, members have the responsibility to continue to demonstrate these qualities.

Section 2: The purpose of the organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, to develop character, and to encourage citizenship in the students of secondary schools.

Membership in this chapter shall be known as active, honorary, and alumni. Active members become alumni members at graduation. Alumni and honorary members have no voice or vote in chapter affairs.

Section 3: Members must maintain at least an 85.0% in the school's core academic classes in order to avoid dismissal. Grade point averages will be reviewed at the end of each 9-week period. Any member whose cumulative average falls below 85.0% will receive a letter of warning and a probationary period of one 9 weeks during which the average must be improved to 85.0% or above. Failure to raise the average to a minimum of 85.0% by the end of the probationary period will result in dismissal.

Section 4: Dismissal:

- a. Members who resign or are dismissed are never again eligible for membership in NJHS or its benefits.
- b. Members who fall below the standards that were the basis for their selection shall be promptly warned in writing by the chapter adviser. A copy of the warning shall be signed by the member and his or her parents and returned to the chapter advisor. The member shall be placed on probation and given nine weeks to correct the deficiency. Violations of the law or school regulations can result in immediate consideration of the dismissal of a member (see Section 5 below). 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.
- c. A member who has exceeded two probationary periods throughout the entire school year will be subject to immediate dismissal. Students are NOT offered a new chance in which to demonstrate adherence to membership responsibilities at the beginning of each semester.
- d. In all cases of impending dismissal, a member shall have the right to a hearing before the faculty council.
- e. Membership dismissal must be approved by all members of the faculty council along with the chapter advisors and the administrator.
- f. 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.
- g. The following are all reasons for receiving a letter of warning:

- failure to maintain the appropriate GPA of 85.0% in all core classes for every 9-weeks. -
- not attending one of two monthly NJHS general meetings
- receiving a discipline referral form
- receiving a U or N in conduct for a grading period in any class, including P.E. or electives (i.e. Art, Band, etc.)
- any act of documented cheating in your classes
- any computer violation-documented by any faculty member
- an assignment to DAEP as a result of disciplinary action
- failure to maintain any obligations of members for every 9-weeks.

h. Offenders of the school conduct code (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 conduct code, the member may be considered for dismissal.

i. Chapter officers, as representatives of the chapter, can be removed from their positions as a consequence of disciplinary action taken by the faculty council.

j. In lieu of dismissal, the faculty council may impose disciplinary sanctions upon a member as deemed appropriate.

Section 5: At the end of the year, all active members in good standing will receive an official NJHS certificate of membership.

ARTICLE V: 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 appointed by the principal. The chapter adviser shall be the sixth, nonvoting, *ex officio* 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: Eligibility:

- a. Candidates eligible for selection to this chapter must be in the second semester of seventh grade or eighth grade.
- 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 Ronald Thornton Middle School. Candidates eligible for election to the chapter shall have a cumulative average of at least 85.0% in the school's core academic classes for the 1st three 9-weeks of 7th grade for eligibility. There will be no weighting of grades for GT classes or classes taken for high school credit. No electives are considered in determining the GPA. Candidates may have no more than one N in conduct during this eligibility period and may not have any U's in conduct, never received a Level 2 or above disciplinary referral, never been assigned to DAEP, and have had never been suspended from school.
- c. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, character, and citizenship.
- d. Students who meet academic and conduct standards are only eligible to submit the application form for membership.
- e. Students can choose not to apply for membership even though they are eligible.
- f. Students who do not turn in the membership application by the deadline will be eliminated from the selection process.

Section 4: 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. Besides administrative information, the NJHS membership application will require applicants to provide evidence of completed service activities, leadership experience, and citizenship activities. Additionally, the membership application will require teacher recommendations that can document character traits in the applicant.

d. To be selected as a member of our chapter, a candidate must demonstrate on his or her candidate information form the completion of ten (10) hours of service undertaken at school or in the community. These hours and experiences can be documented from elementary through 7th grade. Besides service, the membership selection process is holistic in the five pillars of the organization as indicated below.

e. 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 5: Once all selections have been made, prospective members will be notified of their membership. Induction ceremony details will follow.

Section 6: The selection of each member to the Chapter shall be by a majority vote of the Faculty Council.

Section 7: Candidates become members when inducted at a special ceremony.

Section 8: An active member of the National Junior Honor Society who transfers from this school will be given an official letter indicating the status of his/her membership.

Section 9: 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 requirements and, thereafter, this member must maintain those requirements for this chapter in order to retain his/her membership.

ARTICLE VI: OBLIGATIONS OF MEMBERS

Section 1. Annual dues for this chapter shall be twenty dollars. Each member must also purchase the current t-shirt for events. Dues will be payable to the chapter within 30 days of induction.

Section 2: Each member of this chapter must have a completed, printed report card with Conduct, and their current tally of service hours turned in every nine weeks. If conduct is missing, member must receive written conduct and signature from their teacher before the deadline.

Section 3: Service hours redeemed on and off campus will be accepted. If in doubt of event or activity being counted as a service, seek approval from chapter advisor. Members must complete 50 points per year, updating the points every nine weeks. The points breakdown will be provided at membership.

Section 4: Each member of this chapter who is in good standing with regard to the Membership standards and member obligations shall be entitled to wear the emblem adopted by the National Junior Honor Society.

Section 5: Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

ARTICLE VII: OFFICERS

All chapter officers are expected to model the characteristics of strong leadership including integrity. Behaviors that jeopardize the values of the organization will lead to discussions and actions that may strip the officer of his or her position. The officers and duties are as follows:

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

Section 2: Student officers shall be elected at the last meeting of each school year. All returning members in good standing with the chapter are eligible to run for a position as an officer. Any active member can nominate an eligible member as a candidate for office.

Members interested in running for office should complete an officer application. The application must be signed by a parent. Candidates will be screened for discipline referrals, grades and conduct. Candidates must not be on probation. The eligible candidates will be allowed to campaign following the guidelines on the application.

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: President and the Vice-President's specific responsibilities include but are not limited to:

- The president is in charge of conducting and facilitating all general meetings. 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.
- The vice president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service.
- Leading discussions on varying topics in the general meetings, using an outline for the discussion including main points and questions.
- Participating in all officer meetings.
- modeling hands-on participation in events, demonstrate characteristics of active leadership for members and the rest of the school.
- Being willing to serve the needs of the organization even when it may be underappreciated, as leaders understand that the success of their position and organization is due to their individual efforts, and selfishness is driving by passion to see the organization thrive. This will require staying late at or arriving early to school to see that projects and events are ready to execute and to succeed.

Section 5: Record's Secretary's specific responsibilities include but are not limited to:

- managing member attendance at general meetings by using roster and transferring it to the online master records.
- managing member service hours forms.
- managing member grade averages.
- participating in all officer meetings.
- modeling hands-on participation in events, demonstrate characteristics of active leadership for members and the rest of the school.
- Being willing to serve the needs of the organization even when it may be underappreciated, as leaders understand that the success of their position and organization is due to their individual efforts, and selfishness is driving by passion to see the organization thrive. This will require staying late at or arriving early to school to see that projects and events are ready to execute and to succeed.

Section 6: The marketing chair's specific responsibilities include but are not limited to:

- designing and managing marketing materials for events
- communicating with campus secretary for updates on website and calendar
- participating in all officer meetings.
- modeling hands-on participation in events, demonstrate characteristics of active leadership for members and the rest of the school.
- Being willing to serve the needs of the organization even when it may be underappreciated, as leaders understand that the success of their position and organization is due to their individual efforts, and selfishness is driving by passion to see the organization thrive. This will require staying late at or arriving early to school to see that projects and events are ready to execute and to succeed.

Section 7: Executive Committee

- 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, but any action by the executive committee is subject to the review of the chapter members.
- The executive committee shall have the responsibility for ensuring that chapter activities and procedures follow school policy and regulations.

ARTICLE VIII: MEETINGS

Section 1: Regular meetings of this chapter shall be held twice a month before school, starting at 8:15 a.m. and ending at 8:45 a. m.. In case of conflicts with holidays, testing, etc. an alternate date shall be selected. 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 must attend at least 1 meeting a month. For example, there are 2 meetings each month, members must attend at least one of those.

Section 4: Members who miss meetings are responsible for obtaining a copy of the meeting minutes in order to remain up to date on NJHS current activities.

Section 5: Members who do not attend at least 1 of the 2 general meetings each month will be subject to immediate dismissal.

ARTICLE IX: 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: 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 participating in one or more individual service projects which reflects his or her particular talents and interests and as approved by the chapter adviser. The projects will be counted as points rather than actual hours. This is in addition to the chapter projects to which all members contribute.

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

ARTICLE X: RATIFICATION, APPROVAL, and REVIEW.

Section 1: These bylaws will be **approved** upon receiving 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 five years from the date of approval noted on this document.

ARTICLE XI: OFFICIAL **INSIGNIA**

Section 1: Each active, graduate or honorary member shall be entitled to wear the emblem of the National Junior Honor Society.

Section 2: Any member who resigns or is dismissed shall return the emblem to the chapter adviser.

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.

ARTICLE XII: AMENDMENTS

These bylaws may be amended by a two-thirds 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 V, which are developed by the faculty council with the approval of the principal.

Approved on:
October 15, 2018

Faculty Council:

1. Wilford Davis
2. Emily Domas
3. Elaine Dubec
4. Kurlenne Martin
5. Alexandria Novia

Chapter Adviser:

Amanda Funesti

Chapter Co-Adviser:

Heather Lovell

Administrator:

Jeanna Sniffin

All Revisions will go into effect for the 2018-2019 school year.