

**By-Laws of the James Bowie Middle School Chapter
of the
National Junior Honor Society**

Section 1. The name of this organization shall be the James Bowie Middle School Chapter of the National Junior Honor Society.

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.

I. DUES:

Section 1. The Chapter will pay an annual dues affiliation fee recommended by the National Council and approved by the NASSP Board of Directors.

Section 2. The annual individual member dues paid to the Chapter shall be no cost.

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 Advisor, who may serve consecutive terms.

III. THE CHAPTER ADVISOR:

Section 1. The Chapter Advisor shall be responsible for the direct, day-to-day supervision of the Chapter and act as liaison between the faculty, administration, students, and the community.

Section 2. The Chapter Advisor shall maintain files on membership, Chapter history, activities, and financial transactions. The Chapter Advisor shall send the annual report to the national office.

Section 3. The Chapter Advisor shall regularly review each member for compliance with Society standards and obligations.

Section 4. The Chapter Advisor shall help the Chapter Officers understand and carry out their duties.

IV. FACULTY COUNCIL:

Section 1. The Faculty Council shall consist of five voting faculty members appointed by the Principal. No Principal or Assistant Principal may be included on the Faculty Council.

Section 2. The Chapter Advisor shall be an ex-officio, non-voting, sixth member of the Faculty Council.

V. MEMBERSHIP:

Section 1. Membership in the Chapter is an honor bestowed upon a student. Selection for membership is by the Faculty Council and is based on outstanding scholarship, character, leadership, service, and citizenship. Once selected, members have the responsibility to continue to demonstrate these qualities.

Section 2. Candidates become members when inducted at a special ceremony.

Section 3. A National Junior Honor Society member who transfers to another school and brings a letter from the former Principal or Chapter Advisor to the JBMS Chapter Advisor shall be accepted automatically as a member in the JBMS Chapter. Transfer members must meet the Chapter's standards within one semester in order to retain membership.

Section 4. Members who resign or are dismissed are never again eligible for membership or its benefits.

VI. SELECTION of MEMBERS:

Section 1. Members must be in the second semester of seventh grade. Candidates must have been in attendance at the school the equivalent of one semester.

Section 2. Candidates must have a cumulative average of at least **85.0%** in the school's core academic classes through the first semester and 3rd nine weeks of their 7th grade year. Candidates shall be evaluated on the basis of scholarship, service, leadership, character, and citizenship by using the **Candidate Selection Rubric**.

The Faculty Council and Advisor will complete a rubric for each prospective candidate. The Faculty Council will compile all the necessary information to complete the rubric as described below:

- Prospective Member Evaluation Form** – Teachers (Advisor/Faculty Council) will complete the evaluation form on each prospective candidate. Candidates must have an average rating of 70 points or better to obtain any points on the Candidate Selection Rubric.
- One Semester Attendance** – The prospective candidate must have attended James Bowie Middle School a minimum of one complete semester to be eligible for membership. Students lacking this requirement, but meeting all other criteria and having attended another Fort Bend ISD middle school, may be considered for membership.
- GPA** - The prospective candidate must have a minimum GPA of 85.0%. There will be no weighting of grades for GT classes or classes taken for high school credit.

Section 3. The selection of each member to the Chapter shall be by a majority vote of the Faculty Council.

Section 4. A description of the selection procedure shall be published in an official school publication that is widely available in a timely fashion to all students and parents of the school.

VII. DISMISSAL:

Section 1. Members who fall below the standards that were the basis for their selection shall be warned in writing by the Chapter Advisor. The grade average members must maintain for membership is 85.0% in all their classes. The member shall be placed on probation and given nine weeks to correct the deficiency. In case of flagrant violation of the school rules or civil laws a member is subject to immediate dismissal. During probation, the member may not participate in activities within the school or be an official.

Section 2. A member who has exceeded the probationary period and has not rectified the violation shall be subject to immediate dismissal.

Section 3. In all cases of impending dismissal, a member shall have the right to a hearing before the Faculty Council.

Section 4. A member who has been dismissed may appeal the decision of the Faculty Council under the same rules for disciplinary appeals in the school district according to the Constitution of the National Junior Honor Society.

VIII. CHAPTER OFFICERS:

Section 1. The Officers and their duties are as follows:

- **President** - The President conducts the meeting. Following parliamentary procedure, he or she starts the meeting, guides the membership through old and new business and ends the meetings.
- **Vice-President** - The Vice-President conducts the meeting in the absence of the President. He or she is responsible for coordinating programs and committees. The Vice-President creates sign up sheets for activities and committees.
- **Treasurer** - The Treasurer keeps track of any money collected (including dues). He or she gives a financial report at each meeting.
- **Secretary** - The Secretary keeps the attendance for each meeting. He or she also records the minutes (a summary) of the meetings and reads the minutes from the previous meeting. The Secretary writes thank you notes from the membership when needed.

- **Media Rep** – The Media Rep officer keeps up with the NJHS website and memo/bulletin board. They are responsible for ensuring that announcements for meetings and events are made.

Additional officers may be elected as needed each new year.

Section 2. 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 (if available). Candidates must not be on probation. The eligible candidates will be allowed to campaign following the guidelines on the application.

Section 3. A majority of the votes cast shall be necessary to elect any Chapter officer.

Section 4. New officers shall maintain a 85 average in their classes and no discipline problems.

IX. EXECUTIVE COMMITTEE:

Section 1. The executive committee shall consist of the officers of the Chapter and the Chapter Advisor.

Section 2. The executive committee shall have a general supervision of the affairs of the Chapter between its business meetings, making recommendations to the Chapter, plan the regular meetings, and perform other duties deemed necessary by the Faculty Council.

Section 3. The executive committee shall have the responsibility for insuring that Chapter activities and procedures follow school policy and regulations.

X. MEETINGS:

Section 1. The Chapter shall hold monthly meetings. In case of conflicts with holidays, testing, etc. an alternate date shall be selected.

Section 2. Special meetings approved by the executive committee may be called by the President.

Section 3. The Chapter shall conduct meetings according to Robert's Rules of Order, Newly Revised in all points not expressly provided for in the Constitution or these bylaws.

XI. 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 faculty.
- Be appropriate and educationally defensible.
- Be well planned, organized, and executed.

Section 4. Each member shall have the responsibility for choosing and participating in a service project that reflects his or her particular talents and interest. This in addition to the Chapter projects to which all members contribute.

Section 5. Each member shall complete a total of 20 service hours within the calendar year. A minimum of 10 hours of service must be performed per semester. A portion of these hours must be completed in service to James Bowie Middle School. The hours must be documented and the documentation turned into the Chapter Advisor at end of year.

Section 6. The Chapter shall publicize its projects in a positive manner.

XII. 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 Advisor.

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.