

HAMBURG SCHOOL NATIONAL JUNIOR HONOR SOCIETY



CHARACTER
SCHOLARSHIP
LEADERSHIP
SERVICE
CITIZENSHIP



Chapter Bylaws

Adopted: January 1, 2007

ARTICLE I: Name and Purpose

Section 1. The name of this chapter shall be the *Hamburg Chapter of the National Junior Honor Society*.

Section 2. The purpose of this chapter shall be to create an enthusiasm for scholarship; to simulate a desire to render service; to promote worthy leadership and citizenship; and to encourage the development of character in students of Hamburg School.

ARTICLE II. Membership

Section 1. Membership in this chapter shall be known as *active, honorary, and graduate*. Active members become graduate members at the end of their enrollment. Graduate and honorary members have no vote in chapter affairs.

Section 2. 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, Citizenship, and Character.

Section 3.

Eligibility:

- a. Candidates eligible for election to this chapter must be second marking period sixth graders or in grades seven and eight.
- b. To be eligible for selection to membership in this chapter, the candidates must have been in attendance for a period of one marking period at Hamburg School.
- c. Candidates eligible for election to the chapter shall have a minimum grade average of 85 in all subjects and no individual marking period grade lower than an 85 in any subject area on their present year report card. This scholastic level of achievement shall be the required minimum scholastic level of achievement for admission to candidacy. All students who can rise in scholarship to or above such standard may be admitted to candidacy for selection to membership.
- d. Upon meeting the required grade level, attendance, and academic standards as per Hamburg Board of Education policy, candidates shall then be considered based on their service, leadership, citizenship, and character.

ARTICLE III: SELECTION OF MEMBERS

- Section 1.** The selection of members to this chapter shall be by a majority vote of the Faculty Council consisting of five faculty members appointed by the principal. The chapter adviser shall be the sixth, non-voting ex-officio member of the Faculty Council.
- Section 2.** Prior to 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 complete and submit the Student Activity Information Form for further consideration for selection.
 - c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser.
 - d. The Faculty Council shall review the Student Activity Information Form and faculty evaluations in order to determine membership.
- Section 3.** The selection of new, active members shall be held once a year after the second marking period of the school year.
- Section 4.** Candidates become members when inducted at a special ceremony.
- Section 5.** An active member of the National Junior Honor Society who transfers from this school will be given a letter indicating the status of his/her membership and signed by the Principal or Chapter Advisor.
- 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 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 IV: DISCIPLINE and DISMISSAL

- Section 1.** Any member who falls below the standards of scholarship, leadership, character, citizenship, or service may be dismissed from the *Hamburg 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 grade average falls below the 85 percent required when he/she was selected, he/she will be given a written warning and a time period for improvement, based on the decision of the Faculty Council. If the grade average remains below standard at the end of the warning period, the students will be subject to further disciplinary action by the Faculty Council that may include dismissal from the chapter.
- Section 3.** Violation of the law or school regulations can result in 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.
- Section 4.** Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absence, excessive tardiness, detentions, etc., as per Hamburg Board of Education policy) 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 will be dismissed.
- Section 5.** In all cases of dismissal:
- a. The member will receive written notification indicating the reason for possible dismissal from the advisor/Faculty Council. The member and advisor will discuss the written notification in a conference. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written warning although a hearing must still be held. (see below)
 - b. The member will be given the opportunity to respond to the charge against him/her at a hearing before the Faculty Council prior to the vote on dismissal (in accordance with due process identified in ARTICLE X of the National Constitution). The member has the opportunity to present his/her defense either in person or in writing. 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 reviewed by the principal, and then if confirmed, expressed in a letter sent to the student, parents, and principal. Dismissed members must surrender any membership emblems to the advisor or will be charged for them.
 - d. The Faculty Council's decision may be appealed to the building principal.

- e. When a student is dismissed or resigns his/her membership, he/she is no longer a member and may never again be considered for membership in the National Junior Honor Society.

Section 6. In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

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 the school year. All returning active members are eligible to run for a position as an officer.

Section 3. A majority vote shall be necessary to elect any officer to 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 for the *Hamburg Chapter of the National Junior Honor Society*.

Section 5. The vice-president shall preside in the absence of the president and shall also keep a record of members' contribution to leadership and service.

Section 6. The secretary shall keep the minutes of meeting and be responsible for all official chapter correspondence.

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

Section 8. If any officer is dismissed or is unable to perform their duties of office for any extended period of time, the office will be open for re-election.

ARTICLE VI: EXECUTIVE COMMITTEE

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

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

ARTICLE VII: MEETINGS

- Section 1.** Meeting of this chapter shall be bi-monthly.
- Section 2.** This chapter shall conduct its meetings according to *Robert's Rules of Order*.
- Section 3.** All chapter members are expected to attend all regularly-scheduled meetings.
- Section 4.** Chapter members should inform the chapter advisor of any absences and the reason for such absence.

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 these projects.
- Section 3.** 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 educational, and be well-planned, organized, and executed.
- Section 4.** Each member shall have the responsibility for choosing and participating in an individual service project which reflects his or her particular interests and talents and is approved by the chapter advisor. This is in addition to the chapter projects to which all members contribute.
- Section 5.** The chapter shall publicize its projects in a positive manner.

ARTICLE IX: 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 X: DUES

- Section 1.** Annual dues for this chapter shall be \$20.00.
- Section 2.** Dues will be payable to the chapter treasurer within 30 days of induction.

ARTICLE XI: 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 XII: AMENDMENTS

- Section 1.** These by-laws may be amended by a 2/3 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 III and IV (Selection and Discipline), which are developed by the Faculty Council with the approval of the principal.
- Section 2.** By-laws and amendments must be consistent with the Constitution of the National Junior Honor Society.

Date: January 1, 2007

Chapter Advisor

Principal

Chapter President

Chapter Secretary