

EMERALD COVE MIDDLE SCHOOL
NATIONAL JUNIOR HONOR SOCIETY
BY-LAWS

ARTICLE I
NAME AND PURPOSE

Section 1. The name of the organization shall be the Emerald Cove 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 in students of Emerald Cove Middle School.

Section 3. The NJHS shall be under the sponsorship and supervision of the National Association of Secondary School Principals (NASSP), 1904 Association Drive, Reston, VA 20191.

ARTICLE 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 adviser, who may serve consecutive terms.

Section 3. The principal shall be a part of the local school district appeal process for non-selection or dismissal cases.

ARTICLE III
THE CHAPTER ADVISER

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

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

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

Section 4. The chapter adviser shall help the chapter officers understand and carry out their duties.

ARTICLE IV MEMBERSHIP

Section 1. Membership is an honor bestowed upon a student. Selection for membership will be based on meeting minimum academic standards, as well as outstanding scholarship, character, leadership, service and citizenship.

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 adviser to the new school adviser shall be accepted automatically as a member in the new school's chapter. Transfer member must meet the new chapter's standards within one semester in order to retain membership.

Section 4. Members who resign or are dismissed MAY reapply for admission after a nine-week suspension. Chapter advisor and NJHS officers reserve the right to approve or deny any application for readmission.

ARTICLE V SELECTION OF MEMBERS

Section 1. To be eligible for membership the candidate must be enrolled as a 7th grade student for admission during their 8th grade year. The Emerald Cove chapter of NJHS is exclusive for 8th grade students.

Section 2. Seventh grade candidates must have a minimum cumulative scholastic grade point average of 3.75, and must maintain this GPA during their career at Emerald Cove Middle School. Candidates shall then be evaluated on the basis of service leadership, character, and citizenship.

Section 3. The invitation for selection of each member to the chapter shall be based on both the achievement of minimum academic standards required for the organization, a completed application, AS WELL AS the recommendations of teachers at Emerald Cove Middle School.

Section 4. A description of the selection procedure shall be published in an official school publication (EDLINE) which is widely available, in a timely fashion, to all students and parents of the school and these rules shall be consistent with the rules and regulations of the National Junior Honor Society.

Section 5. The National Council and the NASSP shall not review the judgment of the chapter advisor regarding selection of individual members to local chapters.

ARTICLE VI DISCIPLINE/DISMISSAL

Section 1. The chapter advisor, in compliance with the rules and regulations of the National Junior Honor Society, will develop a dismissal procedure. A written description of the discipline/dismissal procedure shall be available to interested parties.

Section 2. Members who fall below the standards which were the basis for their selection shall be promptly warned (in writing) by the chapter adviser and given a reasonable amount of time to correct the deficiency. In the case of flagrant violation of school rules or civil laws a member does not, necessarily, have to be warned.

Section 3. The chapter adviser shall determine when an individual has exceeded a reasonable number of warnings.

Section 4. In all cases of impending dismissal, a member shall have right to written notification of charges and a hearing before the chapter adviser and school administration.

Section 5. A member who has been dismissed may appeal the decision of the chapter adviser under the same rules for disciplinary appeals in the school district.

Section 6. The National Council and the NASSP shall hear no appeals in dismissal cases.

ARTICLE VII NOMINATION AND ELECTION OF OFFICERS

Section 1. The officers of this chapter shall be president, vice-president, secretary, historian, and treasurer.

Section 2. Officers shall be elected at the first regular meeting of the Emerald Cove Middle School Chapter for the new school year. Members will meet each other at the first meeting of the year and learn the responsibilities for each office. At this meeting nominations will be taken from the floor and candidates will speak as to why they should be elected to office. Officers shall be selected with a majority vote.

ARTICLE VIII OFFICERS' DUTIES

Section 1. The President:

- A. Writes the agenda and presides over all general meetings and executive committee meetings
- B. Meets regularly with the chapter adviser to review and plan for the meetings.
- C. Has direct responsibility for all activities undertaken by the Society.
- D. Serves on a minimum of one standing committee.
- E. Presides over the NJHS induction ceremony
- F. Other duties as assigned.

Section 2. The Vice-President:

- A. Serves in the absence of the president.
- B. Keeps a running record of community service hours for all members.
- C. Chairs a minimum of one standing committee.
- D. Other duties as assigned

Section 3. The Secretary:

- A. Records and publishes the minutes for every meeting.
- B. Writes letters of thank you, interest, intent, etc. as needed.
- C. Serves on a minimum of one standing committee.
- D. Other duties as assigned

Section 4. The Treasurer:

- A. Keeps a budget of the Chapters internal accounts.
- B. Helps the adviser with fundraising accountability.
- C. Serves on a minimum of one standing committee.
- D. Other duties as assigned.

Section 5. The Historian

- A. Takes pictures and documents NJHS events, socials, meetings, etc...
- B. Serves on a minimum of one standing committee.
- C. Assists the Vice President with community service hours.
- D. Other duties as assigned

Section 5. Provision for filling vacancies – if, for some reason, an officer must stand down for an office, the President, officers and sponsor may appoint a member to be an Interim until a new officer is voted in by members of NJHS.

ARTICLE IX
EXECUTIVE COMMITTEE

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

Section 2. The executive committee shall have general supervision of the affairs of the chapter between its business meetings, make recommendations to the chapter, and determine and perform such other duties as are specified in the chapter by-laws. All actions and recommendations of the executive committee shall be subject to the review of the chapter membership.

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

ARTICLE X
MEETINGS

Section 1. The Emerald Cove Middle School Chapter shall meet monthly. NJHS members MUST attend a minimum of 6 meetings to retain qualification for membership.

Section 2. Officers are required to attend all meetings, including bi-monthly officers' meetings except in case of illness or emergency.

Section 3. Special meetings approved by the Executive Committee may be called by the President.

Section 4. Chapters shall conduct meetings according to Consensus Decision-Making.

ARTICLE XI
ACTIVITIES

Section 1. The chapter shall be involved in one or more service projects during the school year.

Section 2. Each member shall be involved in an individual or group service project as approved by the chapter adviser.

Section 3. Service hours are required, and will be a minimum of 10 hours per school year.

ARTICLE XII
AMENDMENTS

Section 1. The Executive Committee, when needed, shall propose amendment(s) to the By-Laws. These amendments shall be passed with no less than 75% of the members voting favorably.

ARTICLE XIII
DUES

Section 1. Students shall make a one-time donation for membership dues. These dues will vary (between \$25 and \$30). These dues will be used to cover the national membership fee, expense of certificates, membership cards and the induction ceremony. It will also be used for service projects and an end-of-the-year event to be determined by the chapter sponsor and officers.