

**John F. Kennedy Middle School**  
**NATIONAL JUNIOR HONOR SOCIETY**  
**BY-LAWS**

**I-Membership**

Section A: Selection for membership is by a Faculty Council and is based on review of application noting outstanding scholarship, character, leadership, service and citizenship. Once selected, students must continue to demonstrate these qualities.

1. To be eligible for membership consideration, the candidate must be in 7<sup>th</sup> or 8<sup>th</sup> grade and be in attendance at JFK for at least two marking periods.
2. Exceptions to the above would apply to new students entering JFK because of relocation, with permission from administration.
3. Candidates for membership must maintain a grade point average as set by the Faculty Council. (See Section B)
4. The selection of each member to the chapter shall be by a majority vote of the Faculty Council.
5. The Faculty Council shall reserve the right to award honorary membership to school officials, principals, teachers, NJHS advisers, or adults in recognition of outstanding service rendered to the school.
6. Candidates for membership become recognized members at an induction ceremony in the spring.
7. Members who resign or are dismissed will no longer be eligible for membership or its benefits in the National Junior Honor Society for the remainder of their middle school tenure.

Section B:

1. To be considered for NJHS, students are required to have and maintain a 3.90 grade point average (as calculated per the SPS middle school method) as of the spring of the student's 7th grade year and subsequent trimesters.
2. The grade point average will be recalculated at the end of the student's 7th grade year to ensure all other eligible students an opportunity to apply for NJHS membership during the first trimester of their 8th grade year.
3. Current NJHS members who fall below the required gpa are automatically referred to the Faculty Council and are subject to probation and/or dismissal.

## **II-Dismissal**

Section A: Procedure for dismissal shall be determined by the Faculty Council in compliance with the rules and regulations of National Junior Honor Society.

1. Members who fall below the standards noted above shall be promptly warned in writing by the Chapter adviser/s and given one marking period to correct the noted concern.
2. A member can be considered for immediate dismissal in the event of a flagrant violation of school rules.

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

1. Members who resign or are dismissed will no longer be eligible for membership or its benefits in the National Junior Honor Society for the remainder of their middle school tenure.
2. A member who has been dismissed may appeal the decision of the Faculty Council under the same rules for disciplinary appeals of the school district.

Section C: Non-payment of dues and/or lack of participation at meetings or activities may give cause for dismissal.

## **III-Dues**

Individual member dues shall not exceed ten dollars (\$10.00) per school year, payable in the spring of each year. The exact amount shall be determined by the Chapter adviser/s.

## **IV-Faculty Council**

The Faculty Council shall consist of five (5) voting faculty members appointed by the principal.

1. No principal or assistant principal may be included on the Faculty Council.
2. The term of the Faculty Council shall be one year. Members may be appointed to consecutive terms.
3. The chapter adviser(s) shall be an ex-officio, non-voting, sixth member of the Faculty Council.
4. The Faculty Council shall meet at least once a year to select members and to consider dismissals, non-selection, and warning cases.

5. All decisions should have a quorum of four (4) people.

## **V-Chapter Officers & Duties**

Section A: The Chapter officers shall include president, vice-president, secretary, treasurer and communications officer.

Section B: The president shall be the chief executive officer of the Chapter. He/She shall preside at all meetings and be chairperson of the executive committee. He/She, with the Chapter adviser/s, shall appoint the various committees, define their duties and see that they function. He/she shall act an ex-officio member for each committee. He/She shall enforce the constitution and by-laws of this chapter.

Section C: The vice-president shall assist the president at his/her discretion, in various details necessary to the proper execution of his/her duties.

The duty of the vice-president is to fill the office of the president if it should become vacant (or if the president is unable to serve his/her term). He/she may also be appointed by the president to oversee certain projects and activities of the Chapter.

Section D: The secretary shall be under the supervision of the president and the executive committee.

1. He/she shall keep a general record, including minutes of all meetings.
2. He/she shall take attendance at all meetings.
3. He/she shall keep an up-to-date listing of all members.
4. He/she shall keep a listing of all committees including chairperson and members.
5. He/she shall be responsible for all correspondence.

Section E: The treasurer shall be responsible for the handling of all monies and record keeping of all receipts and disbursements.

1. He/she shall collect all dues.
2. He/she shall prepare and submit reports at all executive committee meetings and at designated meetings of the president.
3. He/she shall notify the Chapter adviser/s of any member who fails to pay dues.

Section F: The communications officer shall be responsible for promoting NJHS events to the community through social media, print and announcements.

Section G: A plurality of the votes cast shall be necessary to elect any Chapter officer.

Section H: Vacancy of any office during the school year shall be filled by appointment by the executive committee.

## **VI-Executive Committee**

Section A: The executive committee shall consist of the officers of the Chapter and the Chapter adviser(s).

1. 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 these by-laws.
2. All actions and recommendations of the executive committee shall be subject to the review of the Chapter membership.

Section B: The executive committee shall give the responsibility for ensuring that Chapter activities and procedures follow school policy and regulations.

## **VII-Meetings**

Section A: Each Chapter shall have regular meetings during the school year on days designated by the executive committee and in accordance with school policy and regulations.

Section B: Meetings will be held monthly or as needed.

Section C: The president may call special meetings approved by the executive committee.

Section D: Chapter meetings shall be conducted according to Robert's Rules of Order.

## **VIII-Elections**

Section A: Nominations and election of officers shall be held each spring for the following year. All candidates must be current members of the Chapter in good standing.

Section B: A plurality of the votes cast by the membership shall be necessary to elect any Chapter officer.

Section C: A vacancy of any office during the school year shall be filled by appointment by the executive committee.

**Section D:** General Requirements

1. Officer candidates must be current seventh grade members who have participated in all mandatory activities, have been present at 80% of other activities (including meetings), and must not have been placed on probation for this school year.
2. Members will NOT be allowed to run for an office if they plan to hold the SAME OFFICE in another school club or activity.
3. Candidates running for office must choose ONE office and run only for the ONE office.
4. Candidates must prepare a 1-2 minute speech to be presented at designated times at NJHS meetings.
5. The election will be by a secret, written ballot and require at least 80% of the members voting.
6. The candidates receiving a PLURALITY of votes for each office will be the NJHS officers for this school year (ties will be decided by a coin flip).

**IX-Activities**

**Section A:** The executive committee shall recommend one or more service projects for each year. Projects may be continuous for each year.

**Section B:** These projects shall have the following characteristics:

1. Fulfill a need within the school or community
2. Have the support of the administration and the faculty
3. Be appropriate and educationally defensible
4. Be well planned, organized, and executed.

**Section C:** All members shall regularly participate in these projects.

**Section D:** In addition to the Chapter activities to which all members contribute, each member shall have the responsibility for choosing and participating in a service project which reflects his/her particular talents and interests.

