

NJHS Bylaws

BYLAWS: Beltsville Adventist School Chapter

Beltsville Adventist School, 4230 Ammendale Rd., Beltsville, MD 20705

BYLAWS FOR NATIONAL JUNIOR HONOR SOCIETY Beltsville Adventist School (BAS) Chapter

ARTICLE I: NAME AND PURPOSE

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

Section 2. The purpose of this chapter shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership and character, and to encourage citizenship in the students of Beltsville Adventist School.

ARTICLE II: POWERS

Section 1. This chapter operates under the direction of and in full compliance with the NJHS National Constitution.

Section 2. The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 3. Final authority on all activities and decisions of the chapter resides with the school principal.

Section 4. 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.

ARTICLE III: THE FACULTY COUNCIL

Section 1. The Faculty Council shall consist of five voting faculty members appointed annually by the principal. No principal or assistant principal may be included on the Faculty Council. The adviser is a non-voting member.

Section 2. The term of the Faculty Council shall be one year. Members may be appointed to consecutive terms.

Section 3. The Faculty Council shall put on probation those students who fall below the membership standards determined by the Faculty Council. Students on probation cannot attend meetings, activities, etc. until their achievement meets the standards. They will receive counsel and support from the adviser.

Section 4. The Faculty Council shall meet at least quarterly to select members and to consider dismissal, non-selection, and warning cases.

Section 5. The Faculty Council will develop and revise, when necessary, all chapter procedures for selection, discipline, and dismissal of members, all of which must remain in compliance with the national guidelines. All changes will be posted on the BAS website.

ARTICLE IV: 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. (The term "adviser," shall also mean "co-advisers" in years when two advisers are appointed.)

Section 3. The principal shall annually appoint a Faculty Council composed of five members of the school's faculty who may serve consecutive terms.

ARTICLE V: MEMBERSHIP

Section 1. Membership is an honor bestowed upon deserving students by the faculty and shall be based on outstanding scholarship, character, leadership, service and citizenship. Once selected, members have the responsibility to continue to demonstrate these qualities.

Section 2. Membership in this chapter shall be known as active and alumni. Active members become alumni members at graduation. Alumni members have no voice or vote in chapter affairs.

Section 3. A National Junior Honor Society member who transfers from 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 members must meet the new chapter's standards within one semester in order to retain membership.

Section 5: Candidates become members when inducted at a special ceremony.

Section 6: Members who resign or are dismissed are never again eligible for NJHS membership or its benefits.

ARTICLE VI: SELECTION OF MEMBERS

Section 1. Sixth, seventh and eighth grade students who meet eligibility requirements are invited to be considered for selection into the chapter.

Section 2. Students are asked to write an essay which outlines their strengths related to four standards of the National Junior Honor Society (leadership, citizenship, service, and character), as well as forms documenting their leadership and service activities. Parents must sign that all materials have been prepared by the student.

Section 3. The Faculty Council shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation rubric provided by the chapter adviser.

Section 4. The Faculty Council shall review the candidates' essay and application in order to determine membership.

Section 5. Candidates become members when inducted at a special ceremony.

Section 6. Parents that choose to appeal the Faculty Council's decision should follow the Appeals Process procedures as outlined on the NJHS website, www.njhs.us. An official appeal can be submitted to the principal or chapter adviser using the *Appeal Form*, this can be found on the BAS website.

Section 7. Eligibility

a. Candidates eligible for selection to this chapter must be members of the sixth, seventh- or eighth-grade class.

b. To be eligible for selection to membership in this chapter, the candidate must have been enrolled for the previous two quarters at Beltsville Adventist School.

c. Candidates eligible for selection to the chapter shall have a minimum cumulative grade point average of 3.75 on a 4.0 scale as shown on the official report card. (NJHS members accepted before May 1, 2015 will need to maintain a cumulative 3.5 GPA that was in effect upon their entrance into NJHS.)

d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, citizenship, character and essay.

(1) **Service** – generally considered to be those actions undertaken by the student which are done with or on behalf of others without any direct financial or material compensation to the individual performing the service

(a) The student who serves:

(i) Volunteers and provides dependable and well organized assistance and is gladly available

(ii) Works well with others

(iii) Cheerfully and enthusiastically renders any requested service

(iv) Shows courtesy by assisting visitors, teachers and students

(2) **Character** – a person of character demonstrates the following six qualities: respect, responsibility, trustworthiness, fairness, caring and honesty

(a) The student of character:

(i) Takes feedback willingly and accepts recommendations graciously

(ii) Consistently exemplifies desirable qualities of behavior (cheerfulness, friendliness, kindness, etc.)

(iii) Upholds principles of morality and ethics, is a positive influence with peers

(iv) Cooperates by complying with all school regulations

(v) Demonstrates the highest standards of honesty and reliability

(vi) Regularly shows courtesy, concern and respect for others

- (vii) Is punctual for school and activities
 - (viii) Exhibits self-discipline and sustained attention toward studies
- (3) **Citizenship** – the student who actively works to ensure the improvement of the lives of all students at BAS
- (a) The student who exhibits citizenship:
 - (i) Displays positive behavior
 - (ii) Is a good cooperative team member
 - (iii) Enthusiastically participates in school activities
 - (iv) Promotes a positive classroom learning environment
 - (v) Strongly demonstrates respect for authority at all times
 - (vi) Promotes a positive school image at all times
 - (vii) Helps others make good decisions
 - (viii) Upholds all school regulations
- (4) **Leadership** - the student who takes initiative in class and school activities and has the confidence to go forward when others hesitate
- (a) The student who exercises leadership:
 - (i) Demonstrates initiative in promoting school activities
 - (ii) Exercises positive influence on peers
 - (iii) Inspires positive behavior in others
 - (iv) Contributes ideas that improve the school
 - (v) Is able to delegate responsibilities
 - (vi) Exemplifies positive attitudes
 - (vii) Demonstrates academic initiative
 - (viii) Successfully holds school offices or positions of responsibility
 - (ix) Demonstrates reliability and dependability
 - (x) Is a leader in the classroom and in other school or community activities

ARTICLE VII: OBLIGATIONS OF MEMBERS

Section 1: Each member of this chapter is required to attend a quarterly meeting. Additional meetings may be called based on the needs of specific committees on which various members may serve.

Section 2. In the event a student is unable to attend a meeting, notification from a parent to one of the chapter advisers is necessary to excuse the absence. Members must check in with a faculty adviser or NJHS officer for details of the missed meeting.

Section 3. Each member of this chapter is required to participate in one school-sponsored community service project each semester.

Section 4. Each member of this chapter is required to maintain a quarterly GPA of 3.75.

ARTICLE VIII: ACTIVITIES

Section 1. The chapter shall be involved in at least one group service project during the school year.

Section 2. Each member shall have the responsibility for choosing and participating in an individual service project(s) that reflects his or her particular talents and interests. This should consist of 10 hours of service.

Section 3. All members shall regularly participate in these projects.

Section 4. Each marking quarter, members shall record the service on a verification sheet. Verification sheets must be turned in by the end of each marking quarter to the chapter adviser.

ARTICLE IX: DISCIPLINE AND DISMISSAL

Section 1. Any member who falls below the standards of scholarship, leadership, character, citizenship, or service may be considered for discipline or dismissal from the BAS chapter of the National Junior Honor Society. A member is expected to maintain his/her academic standing and take an active role in service and leadership in his/her school and community.

Section 2. If a member's cumulative grade point average falls below the standard in effect when he/she was selected (3.75), he/she will be given a written warning and one quarter for improvement. If the cumulative grade point average remains below standard at the end of the given improvement period, the student will be subject to further disciplinary action by the Chapter Adviser that can include consideration of dismissal from the chapter.

Section 3. Violations of the law or school regulations can result in immediate consideration of the dismissal of a member.

Section 4. Chapter officers, as representatives of the chapter, can be removed from their positions as a consequence of disciplinary actions taken by the chapter adviser and/or principal.

Section 5. In all cases of pending dismissal, a member shall have a right to a hearing before the Faculty Council.

Section 6. For purposes of dismissal, a majority vote of the Faculty Council is required.

Section 7. A member who resigns or is dismissed may never again be considered for membership in the National Junior Honor Society.

Guidelines and Dismissal

PROBATION is defined as a loss of all NJHS privileges for a period designated by the Faculty Council. Members who are placed on warning/probation can be prevented from participating in chapter social activities, running for or holding office, but they are required to continue to fulfill their membership obligations. This includes meeting attendance, service projects, and the right to vote. A written notice of probation will be issued by the Faculty Council, and a copy will be kept on file for future reference. No NJHS member will be issued

more than one letter of probation. Any subsequent infraction may result in dismissal. For flagrant violations of civil or school rules, the member will be considered for dismissal without prior probation.

I. Citizenship

- A. Suspension from school may result in dismissal from the National Junior Honor Society.
- B. The following offenses (not necessarily resulting in suspension) may result in dismissal from the National Junior Honor Society:
 - 1. Cheating
 - 2. Vandalism
 - 3. Theft
 - 4. Use of drugs/alcohol on school property or at a school function
 - 5. Obscene acts or language
 - 6. Flagrant disrespect of authority
 - 7. More than 10 unexcused absences or tardies
 - 8. Fighting

II. Scholarship

- A. A GPA below a 3.75 in any given quarter will result in probation.
- B. If the GPA does not improve within the subsequent marking period, the member will be considered for dismissal from NJHS.

III. Attendance

- A. Failure to attend two (2) NJHS functions will result in probation.
- B. NJHS functions include all meetings and service projects.
- C. Any member unable to attend a function is required to submit written documentation to the faculty adviser prior to the function.

ARTICLE X: AMENDMENTS

These By-Laws will be reviewed annually by the Faculty Council, adviser and administration. NOTE: BY-LAWS MUST BE CONSISTENT WITH THE NATIONAL JUNIOR HONOR SOCIETY CONSTITUTION AND HANDBOOK. Any recommended change must be approved by the principal. Upon approval of the recommended change, it will be reviewed and put to a vote by the membership of the Faculty Council. Two-thirds vote will establish a change. Sections dealing with revisions to the procedures for selection, disciplining and dismissal of members can be changed only by the Faculty Council, principal and faculty adviser.

Adopted: June 23, 2016