

Morgan County Middle School

National Junior Honor Society By Laws

(Updated 05/05)

ARTICLE I NAME AND PURPOSE

Section 1. The name of this organization shall be the National Junior Honor Society of Morgan County Middle School.

Section 2. The purpose of this 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 Morgan County Middle School.

Section 3. The NJHS shall be under the sponsorship and supervision of the National Association of Secondary School Principals (NASSP).

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 advisor, 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 ADVISOR

Section 1. The chapter advisor 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 advisor shall maintain files on membership, chapter history, activities, and financial transactions. The chapter advisor shall send annual activity 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, along with the faculty council, shall help the chapter officers understand and carry out their duties.

ARTICLE IV FACULTY COUNCIL

Section 1. The faculty council shall consist of five voting faculty members appointed annually by the principal. No principal may be included on the faculty council.

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

Section 3. The chapter advisor shall be an ex-officio, non-voting, sixth member of the faculty council.

Section 4. The faculty council shall meet at least once a year to select members and to consider dismissal, non-selection, and warning cases.

ARTICLE V MEMBERSHIP

Section 1. Membership is an honor bestowed upon a student. Selection for membership is by a majority vote of the faculty council and is based on outstanding scholarship, character, leadership, service and citizenship.

Section 2. The faculty council shall reserve the right to award honorary membership to school officials, principals, teachers, NJHS advisors, or adults in recognition of outstanding service rendered to the school in keeping with the purpose of the National Junior Honor Society.

Section 3. Candidates become members when inducted at a special ceremony.

Section 4. Membership dues are \$10.00 per year, per member. Membership will not be denied because of a student's inability to pay.

Section 5. A National Junior Honor Society member who transfers to Morgan County Middle School and brings a letter from the former principal or chapter advisor to the MCMS chapter advisor shall be accepted automatically as a member in the MCMS chapter. Transfer members must meet the new chapter's standards within one semester in order to retain membership.

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

ARTICLE VI
SELECTION OF MEMBERS

Section 1. To be eligible for membership the candidate must be enrolled as a second semester sixth, seventh or eighth grade student.

Section 2. Candidates must have a cumulative scholastic average of 94.0. Candidates shall then be evaluated on the basis of service, leadership, character, and citizenship.

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 is published in the Morgan County Middle School agenda which is provided to all students and parents of the school. The selection procedure is also available on the Morgan County Middle School counselors' website. The selection procedure shall be determined by the faculty council and 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 faculty council regarding selection of individual members to local chapters.

ARTICLE VII
DISCIPLINE/DISMISSAL

Section 1. Members who fall below the standards which were the basis for their selection shall be promptly warned (in writing) by the chapter advisor 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 2. In all cases of impending dismissal, a member shall have a right to written notification of charges and a hearing before the faculty council.

Section 3. A member who has been dismissed may appeal the decision of the faculty council.

Section 4. The National Council and the NASSP shall hear no appeals in dismissal cases.

ARTICLE VIII
NOMINATION AND ELECTION OF OFFICERS

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

Section 2. Officers shall be elected at a regular meeting of the MCMS Chapter.

ARTICLE IX OFFICERS' DUTIES AND RESPONSIBILITIES

Section 1. President

- Organize, plan, and lead to ensure the perpetuation and overall success of the chapter.
- Work with the executive committee to plan a calendar of activities for the upcoming year.
- Plan meetings and prepare agendas for general chapter meetings.
- Conduct meetings per *Roberts Rules of Order*.
- With the assistance of the executive committee, create a chapter newsletter.

Section 2. Vice-President

- Fulfill the president's duties in the absence of the president.
- Assist the president in the completion of duties as needed.
- Plan and coordinate service projects.
- Network and partner with other student organizations with programs and activities.

Section 3. Treasurer

- Document financial transactions of the chapter with guidance from the chapter advisory board.
- Investigate sources of local funding and coordinate activities.

Section 4. Recording Secretary

- Keep official attendance of chapter meetings.
- Record and prepare the minutes of each executive board and chapter meeting.
- Work with the chapter historian to prepare the annual chapter scrapbook.

Section 5. Corresponding Secretary

- Distribute messages from the chapter advisor, the chapter president, or other officers to all chapter members.
- Compose and send any chapter correspondence.
- Work with chapter historian to prepare the annual chapter scrapbook.
- Coordinate and implement initiatives to reach current and potential members.

Section 6. Historian

- Save and document any evidence of chapter activities, including posters, photographs, news clippings, etc.
- Follow guidelines sent by the international headquarters to prepare the chapter scrapbook.
- Prepare the annual chapter scrapbook.

ARTICLE X
EXECUTIVE COMMITTEE

Section 1. The executive committee shall consist of the officers of the chapter, faculty council, and the chapter advisor.

Section 2. The executive committee shall have general supervision of the affairs of the chapter between its business meetings and make recommendations to the chapter.

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

ARTICLE XI
MEETINGS

Section 1. The MCMS Chapter shall meet a minimum of four times per year.

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

Section 3. Chapters shall conduct meetings according to *Robert's Rules of Order* in all points not expressly provided for in these by-laws.

ARTICLE XII
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 service project as approved by the chapter advisor.

ARTICLE XIII
AMENDMENTS

By-laws may be amended by majority vote of faculty council.