

Chapter Bylaws of the DAMS NJHS Organization

Effective August 1, 2024

A Chapter of the National Junior Honor Society

Article I: NAME

The name of this chapter shall be the Dover Area Middle School National Junior Honor Society.

Article II: PURPOSE

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 good citizenship in the students of the Dover Area Middle School.

Article III: POWERS

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

<https://www.njhs.us/about/constitution-governance/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. (See Article V, Section 1 of the National Constitution.)

Section 4. Nondiscrimination: 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. This policy of non discrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.

Article IV: MEMBERSHIP

Section 1. 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, character, and citizenship.

Section 2. Membership in this chapter shall be known as active, honorary, and alumni. Active members become alumni members at graduation. Honorary members are selected at the discretion of the faculty council. Alumni and honorary members have no voice or vote in chapter affairs.

Section 3. Eligibility:

- a. Candidates eligible for selection to this chapter must be in seventh or eighth grade.
- b. To be eligible for selection to membership in this chapter, the candidates must have been enrolled for a period equivalent to one semester at DAMS.
- c. Candidates eligible for selection to the chapter shall have a minimum cumulative middle school GPA of 93% at the time of application.
- d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered

based on their scholarship, service, leadership, character, and citizenship.

Article V: SELECTION OF MEMBERS

Section 1. The selection of active members shall be held once a year after the end of the first marking period.

Section 2. Prior to the final selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. All students who are eligible scholastically (i.e., candidates) shall be notified and asked to complete and submit the candidate information form for further consideration.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible by providing input (when necessary) to the chapter adviser.
- d. The faculty council shall review the candidate information, faculty input, and other relevant information to determine those who fully meet the selection criteria for membership.
- e. The faculty council shall vote anonymously to determine membership of applicants.
- f. Selection by each member to the chapter shall be by a majority vote of the faculty council.

Section 3. Candidates become members upon invitation to the Dover Area Middle School Chapter of the National Junior Honor Society. An official induction ceremony will be held to recognize new members.

Section 4. An active member of the National Junior Honor Society who transfers from this school will be given an official letter indicating the status of his/her membership.

Section 5. 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 VI: OBLIGATIONS OF MEMBERS

Section 1. Each member of this chapter who is in good standing with regard to membership standards and obligations shall be granted the privilege to wear the emblem adopted by the National Junior Honor Society.

Section 2. Any member who withdraws, resigns, or is dismissed from the chapter shall have the privilege of wearing the emblem to the chapter revoked.

Section 3. Members are required to attend monthly meetings.

Section 4. Members are required to complete five hours of service in the current school year. If students become members in their seventh grade year, they must complete ten hours of service in the entirety of their eighth grade year.

Article VII: 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 first meeting. Members in good standing with the chapter are eligible to run for a position as an officer. Any active member can nominate an eligible member as a candidate for office.

Section 3. Voting shall be by secret ballot. A majority vote shall be necessary to elect any officer of 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 of the chapter, and serve as the official representative of the chapter at school and community functions.

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

Section 6. The secretary shall keep the minutes and attendance records for meetings and be responsible for all official correspondence.

Section 7. The treasurer shall keep the record of any financial expenses of the chapter.

Section 8. Officers and the faculty adviser shall collectively be known as the chapter's executive committee. The executive committee shall establish annual goals for the chapter and have general charge of the meetings and the business of the chapter. Any action by the executive committee is subject to the review of the chapter members.

Article VIII: MEETINGS

Section 1. Regular meetings of this chapter shall be monthly. Special meetings can be called by the president with approval of the adviser.

Section 2. This chapter shall conduct its meetings according to *Robert's Rules of Order*.

Section 3. Members are expected to attend all chapter meetings.

Article IX: ACTIVITIES

Section 1. The chapter shall determine one or more service projects for each year.

Section 2. All members shall regularly participate in these projects.

Section 3. These projects shall have the following characteristics: fulfill a need within the school or community, have the support of the administration and faculty, be appropriate and educationally defensible, and be well planned, organized, and executed.

Section 4. Each member shall have the responsibility for choosing and participating in an individual service project that reflects his or her particular talents and interests and is approved by the chapter adviser. This is in addition to the chapter projects to which all members contribute.

Section 5. The chapter shall publicize and promote its projects in a positive manner.

Article X. DISCIPLINE and DISMISSAL of MEMBERS

Section 1. Any member who falls below the standards of scholarship, service, leadership, character, and

citizenship may be considered for discipline or dismissal from the DAMS 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 (93%), he/she will be given a written warning and a reasonable time period for improvement. If the cumulative grade point average remains below standard at the end of the warning period, the student will be subject to further disciplinary action by the faculty council 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. 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 or in the community.

Section 4. Offenders of the school code of conduct (such as use of profanity, failure to comply, unexcused absences, excessive tardiness, etc.) will receive a 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 may be considered for dismissal.

Section 5. Chapter officers, as representatives of the chapter, can be removed from their positions as a consequence of disciplinary action taken by the faculty council.

Section 6. In all cases of pending dismissal:

- a. The member will receive written notification from the adviser/faculty council indicating the reason for consideration of dismissal.
- b. The member will be given the opportunity to respond to charge(s) against him/her at a hearing before the faculty council prior to any 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 via a written statement presented in lieu of the face-to-face hearing. Following the hearing, 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 presented to the principal for review, and then stated in a letter sent to the students and parents. Dismissed members must surrender any memship emblems to the faculty adviser.
- d. The faculty council's decision may be appealed according to the building principal and afterwards according to provisions of the school district discipline policies.
- e. A member who is dismissed or resigns may never again be considered for membership in the National Junior Honor Society.

Section 7. In lieu of dismissal, the faculty council may impose disciplinary sanctions upon a member as deemed appropriate.

Article IX: RATIFICATION, APPROVAL, and REVIEW

Section 1. These bylaws will be approved upon receiving a two-thirds affirmative vote of all active members of the chapter, a majority affirmative vote of the faculty council, and approved by the administration.

Section 2. These bylaws shall be reviewed and, if necessary, revised within five years from the date of approval noted on this document.

Article XII. AMENDMENTS

These bylaws may be amended by a two-thirds 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 V and X, which are developed by the faculty council with the approval of the principal (selection and discipline).