



NJHS

Chapter Bylaws
of the
Countryside Montessori Charter School
Chapter
of the
National Junior Honor Society
Adopted: October 2016

ARTICLE I: NAME

The name of this chapter shall be the Countryside Montessori Charter School Chapter of the National Junior Honor Society of Countryside Montessori Charter School.

ARTICLE II: PURPOSE

The purpose of this chapter 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 secondary schools in students of Countryside Montessori Charter School.

ARTICLE III: POWERS

Section 1: This chapter operates under the direction of and in full compliance with the National Constitution of NJHS. See www.njhs.us/constitutions. In addition, this chapter will maintain active affiliation with the national organization on an annual basis.

Section 2: This chapter will remain an active member of the state association by paying annual dues and participating in state functions when possible.

Section 3. The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.



Section 4: Final authority on all activities and decisions of the chapter resides with the school principal. [For reference, see Article V, Section 1 of the National Constitution.]

Section 5: 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 nondiscrimination 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. 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 the second semester of sixth grade or members of the seventh or eighth grade class.
- b. To be eligible for selection to membership in this chapter, the candidate must have been enrolled for a period equivalent to one semester at Countryside Montessori Charter School.
- c. Candidates eligible for election to the chapter shall have a minimum grade point average of 3.25.
- d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, character, and citizenship. Students must have a minimum of five (5) documented volunteer hours in the prior school year to be considered for NJHS membership.

ARTICLE V: SELECTION OF MEMBERS

Section 1. The selection of members to this chapter shall be by a majority vote of the faculty council which consists of five faculty members appointed by the principal. The chapter adviser shall be the sixth, nonvoting, *ex officio* member of the faculty council.

Section 2. The selection of active members shall be held once a year during the second semester of the school year.



Section 3. 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 asked to complete and submit the Student Activity Information Sheet for further consideration.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official input form provided by the chapter adviser.
- d. The faculty council shall review the candidate information forms, faculty input, and other relevant information to determine those who fully meet the selection criteria for membership. Member selection will be communicated to Administration, who has the final say in member selection.

Section 4. Candidates become members when inducted at a special ceremony.

Section 5. 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 6. 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. Annual dues for this chapter shall be \$20.00. Dues will be payable at the beginning of each school year. Members will also be required to purchase an NJHS T-shirt each year to be worn on meeting days and at all NJHS sponsored events.

Section 2. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be entitled to wear the emblem adopted by the National Junior Honor Society.

Section 3. Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.



ARTICLE VII: OFFICERS

Section 1. The [officers](#) of the chapter shall be [president, vice president, secretary, and treasurer](#).

Section 2. All returning members in good standing with the chapter are eligible to run for a position as an officer. **The faculty council will notify all eligible members and upon acceptance of the nomination, they will become candidates for office.** Officer candidates for President should be from the 8th grade class, unless no other nominee is presented. The nominated officer cannot hold office for other Countryside Montessori Charter School organizations/clubs, unless no other nominee is presented.

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. Voting results will be shared with the School Administration, who has the final say in Officer Elections.

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 business expenses, dues, and all other financial transactions of the chapter.

Section 8. Officers and the faculty adviser(s) 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, but 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 **once a month after school**. Special meetings can be called by the president with approval of the advisor.

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 educationally defensible; and be well planned, organized, and executed.

Section 4. Each member shall have the responsibility for choosing and participating in **five (5) service hours per semester, for a total of ten (10) service hours per year**; reflecting his or her particular talents and interests and as approved by the chapter adviser. The Countryside Montessori Charter School Chapter will offer a minimum of **two (2) chapter projects per year**.

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

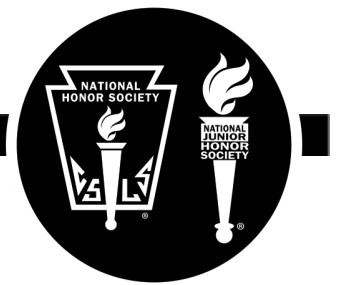
ARTICLE X: DISCIPLINE and DISMISSAL of MEMBERS

Section 1. Any member who falls below the standards of scholarship, service, leadership, character, or citizenship may be considered for discipline or dismissal from the Countryside Montessori Charter School Chapter of the National Junior Honor Society. A member of the National Junior Honor Society is expected to maintain his/her academic standing, take an active role in service and leadership in his/her school and community, and meet or exceed the service hour requirements (individual and chapter projects).

Section 2. If a member's grade point average (GPA) falls below a 3.25 on a report card, he/she will be given a written warning and given the opportunity to raise his/her GPA by the following progress report. If he/she fails to demonstrate academic progress, he/she will be subject to further disciplinary action by the faculty council, including consideration of dismissal from the chapter. The Faculty council will have the ability to fill out a Probation Form. This form will allow the faculty council to advocate for a member's ability to remain in National Junior Honor Society despite grade or argue for a member's dismissal due to demonstrating a lack of leadership at school or in the community.

Section 3. Violations of the law or school regulations can result in immediate consideration of the dismissal of a member (see Section 5 below). 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 conduct code (such as use of profanity, failure to comply, unexcused absences, excessive tardiness, etc.) will receive 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** after his/her report card from the faculty council indicating the reason for consideration of dismissal.
- B) The member has the **right** to respond to the 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 student and parents. Dismissed members must surrender any membership emblems to the adviser.
- D) The faculty council's decision may be appealed 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.

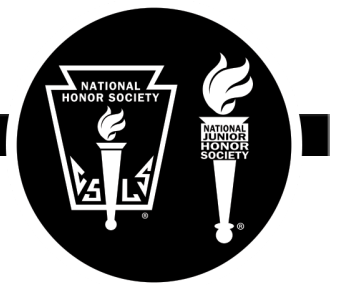
ARTICLE XI: RATIFICATION, APPROVAL, and REVIEW.

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 approval 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).



COVID-19 Considerations Article Amendments:

ARTICLE IV: MEMBERSHIP

Section 3. Eligibility:

- e. Candidates eligible for election to the chapter shall have a minimum grade point average of 3.00.
- f. In lieu of 5 service hours, candidates can complete the requirements of this pillar through virtual service projects.

Article VIII: MEETINGS

Section 1. Regular meetings of this chapter shall be **once a month after school via a virtual Zoom meeting**. Special meetings can be called by the president with approval of the advisor. If there is no agenda for a particular month then a meeting will not need to occur.

ARTICLE IX: ACTIVITIES

Section 4. Each member shall have the responsibility for choosing and participating in **two service projects per year**; reflecting his or her particular talents and interests and as approved by the chapter adviser. These service projects may be done in-person or remotely, depending on the specific CDC guidelines that apply when referencing COVID-19. If a project is deemed worthy of continuation by the NJHS advisors, one longer project can replace the two.

ARTICLE X: DISCIPLINE and DISMISSAL of MEMBERS

Section 2. If a member's grade point average (GPA) falls below a 3.00 on a report card, he/she will be given a written warning and given the opportunity to raise his/her GPA by the following progress report. If he/she fails to demonstrate academic progress, he/she will be subject to further disciplinary action by the faculty council, including consideration of dismissal from the chapter. The Faculty council will have the ability to fill out a Probation Form. This form will allow the faculty council to advocate for a member's ability to remain in National Junior Honor Society despite grade or argue for a member's dismissal due to demonstrating a lack of leadership at school or in the community.

Section 6. In all cases of pending dismissal:

- G) The member has the **right** to respond to the charge(s) against him/her at a **virtual 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 virtual 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.



Approved on:

Signatures/Names of the Chapter President, Secretary, Adviser, and Principal,

Michael Picone
Principal

Montana Nix
Co-Advisor

Sara Johnson
Co-Advisor