

**Bylaws of the Coupland School Chapter of the  
National Junior Honor Society  
*Adopted: 05-08-2019***

**Article I: Name and Purpose**

- Section 1: The name of this chapter shall be the Coupland School Chapter of the National Junior Honor Society.
- 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 good citizenship in the students of Coupland School.

**Article II: 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](http://www.njhs.us/constitutions). In addition, this chapter will maintain active affiliation with the national organization on an annual basis.
- Section 2: The chapter advisor 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: 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.
- Section 5: The Faculty Council will develop and revise, when necessary, all chapter procedures for selection, disciplining, and dismissal of members, all of which must remain in compliance with national guidelines.

**ARTICLE III: 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. Once selected, members have the responsibility to continue to demonstrate these qualities.

- 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: 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. Honorary members shall have no voice or vote in chapter affairs.
- Section 4: Eligibility
- a. Candidates eligible for election into this chapter must be members of the second semester of sixth grade, seventh grade, or eighth grade.
  - b. To be eligible for consideration of membership, the candidate must have attended Coupland School the equivalent of one full semester, must have a cumulative grade point average of at least 88% in core classes for the current school year and maintain citizenship grades of "E" or "S". A cumulative grade that reached 88% only by rounding will not be acceptable.
  - c. A student would also be eligible if the student is a NJHS member who transfers from another school and brings a letter from the principal or chapter advisor to the Coupland School. Upon receipt of the letter, the transfer student shall be accepted automatically as a member in Coupland School's chapter. Transfer members must meet the new chapter's standards within one semester in order to retain membership.
  - d. Students will not be considered for membership if they have received any marks against the minimum citizenship for the current school year. Students who have been assigned to ISS, suspended, or been given an office referral for the current school year will not be considered for membership in the NJHS.
- Section 5: Members who resign or are dismissed are never again eligible for membership or its benefits.

#### **ARICLE IV: Selection of Members**

- Section 1: The selection of members to this chapter shall be by a majority vote of the Faculty Council consisting of five faculty members appointed by the principal.
- Section 2: Prior to Selection, the following will occur:
- a. Students' academic records shall be reviewed to determine scholastic eligibility.
  - b. Students' discipline records shall be reviewed to indicate honor.

- c. The faculty shall be requested to evaluate each candidate's character and leadership in the classroom setting using the official evaluation form provided by the chapter advisor
- d. Candidates shall be asked to complete a Student Activity Information packet for further consideration for selection. The selection packet will request an essay describing the candidate's leadership qualities and any community service projects that they have already been involved with. The selection packet will also request 2 recommendation letters from non-faculty members describing the candidate's leadership and community service.
- e. The Faculty Council shall review the Student Activity Information Form, essay, recommendations, and faculty evaluations in order to determine membership.

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

#### **ARTICLE V: DISCIPLINE and DISMISSAL**

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

Section 2: If a member's cumulative grade point average falls below **88** he /she will be placed on probation. He/she will be given a written warning and a 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 may include dismissal from the chapter.

Section 3: If a member's attendance rate falls below 95% in any six week period, he/she will be place on probation. He/she will be given a written warning and a time period for improvement.

Section 4: Violation of the law or school regulations can result in dismissal of a member. These violations include, but are not limited to, stealing, destruction of property, cheating, or truancy.

Section 5: Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absence, 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 dismissed.

Section 6: A student will be placed on automatic probation for any ISS placement or school suspension.

- Section 7: 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 8: A member who has been dismissed may appeal the decision of the Faculty Council to the principal.
- Section 9: The National Council and the NASSP shall hear no appeals in dismissal cases.

#### **Article VI Officers**

- Section 1: The officers of the chapter shall be president, vice president, and secretary.
- Section 2: All active members in good standing are eligible for officer positions.
- Section 3: Student officers shall be selected by the faculty advisors. The newly selected officers will be announced at the first meeting of each school year.
- Section 4: It shall be the duty of the president to preside at the meetings for this chapter.
- 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 of meetings and be responsible for all official chapter correspondence.

#### **ARTICLE VII: MEETINGS**

- Section 1: Meetings of this chapter shall be monthly. Special meeting can be called by the president with approval of the advisor.
- Section 2: All chapter members are expected to attend all regularly scheduled chapter meetings.
- Section 3: Members that miss a meeting will be expected to notify the advisor prior to absence.
- Section 4: Members missing 2 meetings will be given a written warning. Should they miss a third, they will be considered for dismissal.

#### **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 6 hours of service per semester for a

total of 12 hours for the school year. This service may be completed for a church group, a scout group, a community volunteer effort, and/or opportunities offered at Coupland School.

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

Section 4: These projects shall have the following characteristics: fulfill a need within the school or community, have the support of the administration and the faculty, be appropriate and educationally defensible, and be well-planned, organized, and executed.

Section 5: Each six weeks, 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 advisor.

Section 6: Members shall participate in all fundraisers.

Section 7: Members shall pay \$15.00 dollars in dues, annually. If the payment causes a hardship, the member may request a waiver from the advisor.

### **Articles X Amendments**

**Section 1.** Amendments to the bylaws may be made at any time at the discretion of the Faculty Council and principal of Coupland School.

**Section 2.** A majority vote of the Faculty Council and approval of the principal is necessary to pass an amendment.