

**St. Luke School Chapter
National Junior Honor Society
Chapter By-Laws
2008-2009 (revised 2012 - 2013) (revised May 2014
for addition of demerits)**

Article I: Name and Purpose

Section 1: The name of this chapter shall be the St. Luke School Chapter of the National Junior Honor Society.

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

Article II: Membership

Section 1 - Membership in this chapter shall be known as active and honorary. Honorary members become graduated members at the end of their 8th grade year. Graduate and honorary members have no voice or vote in chapter affairs.

Section 2 - 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, citizenship and character.

Section 3 - Eligibility

- A. Candidates eligible for election to this chapter must be in the second semester of sixth grade or seventh grade.
- B. To be eligible for selection to membership to this chapter, the candidate must have been in attendance for a period of one semester at St. Luke School. Enrollment at St. Luke School should be by the midterm of the first grading period to be considered for eligibility.
- C. Candidates eligible for selection to the chapter shall have a minimum cumulative scholastic GPA of 93. This scholastic level of achievement shall remain fixed and shall be the required minimum level of scholastic achievement for admission to candidacy. All students who can rise in scholarship to or above such standard may be admitted to candidacy for selection to members. Non-numerical grades must be Satisfactory for consideration. Elective and Bible classes combined GPA must be 93 or higher as well. (basic change

is GPA raised to 93 from 89.5; other change is to strike the statement about advanced math courses having .5 added to their math average. This is due to all students in each grade level taking the same level of math.) Upon meeting the grade level, attendance and GPA standard requirements, candidates shall then be considered based on their service, leadership, citizenship and character.

Article III: 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. The chapter advisor shall be the sixth, nonvoting, ex officio member of the Faculty Council.

Section 2 - Prior to selection, the following shall occur:

- a) Students' academic records shall be reviewed to determine scholastic eligibility.
- b) The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter advisor.
- c) The Faculty Council shall review the faculty evaluations in order to determine membership.

Section 3 - The selection of new active members shall be held once a year during the second semester of the school year.

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

Section 5 - Once selected and inducted, all members are expected to maintain the standards by which they are selected and maintain all obligations of membership. This will include scholastic average, attendance at meetings and participation in service projects.

Section 6 - An active member of the National Junior Honor Society who transfers from this school will be given a letter indicating the status of his or her membership and signed by the principal or chapter advisor.

Section 7 - An active member of the National Junior 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 or her membership.

Article IV: Discipline and Dismissal

Section 1 - Any member who falls below the standards of scholarship, leadership, character, citizenship or service, may be considered for dismissal from the St. Luke School Chapter of the National Junior Honor Society. A member of the NJHS is expected to maintain his or her academic standing and take an active role in service and leadership to his and her school and community. Attendance at meetings will be mandatory. Each member is allowed 2 unexcused absences from the published meeting dates (unexcused absences will be the same as those observed by the school for missing a school day). After the second absence, a letter of probation will be issued to the student. If the student misses a third meeting without a valid excuse, their membership will be terminated. Participate in at least one service project during the year will be required as well.

Section 2 - If a member's cumulative GPA falls below the standard in effect when he or she was selected, he or she will be given a written warning and one nine week grading period for improvement. If the cumulative GPA remains below standard at the end of the warning period, the student's membership will be revoked for failure to maintain the organization's standards.

Section 3 - If a member fails to perform any of the published obligations of membership, he or she will be given a written warning and a time period for improvement. If the obligation remains unmet at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council, which may include dismissal from the chapter.

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, truancy, or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities. School behavior guidelines should be obeyed at all times.

- After induction, members are required to maintain the high standards of scholastic average, attendance, and behavior throughout their membership. Infractions of school policies are listed in the bylaws Article IV: "Discipline and Dismissal" Section 4. In the case of an infraction and or an office visit, demerits can be issued by the school's administrators. The demerits are cumulative throughout

membership. Members are placed on probations with two demerits and dismissed on the third demerit. (adopted 2014)

Section 5 - National Junior Honor Society members are expected to adhere to the school's Conduct and Honor Code as stated on pages 12-13 in the SLS Handbook. A NJHS member who receives an N in conduct is placed on probation. The student remains on conduct probation throughout his/her SLS NJHS membership. If a NJHS member receives a second N at St. Luke School, the student is dismissed from the NJHS.

Section 6 - In all cases of pending dismissal:

- a) The member will receive written notification indicating the reason for possible dismissal from the advisor or Faculty Council. The member and advisor will discuss the written notification in a conference. Situations that involve flagrant violations of school rules or the law can warrant disciplinary action without a written warning although a hearing must still be held.
- b) A member will be given the opportunity to respond to the charge against him or her at a hearing before the Faculty Council prior to the vote on dismissal. 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 reviewed by the principal and then, if confirmed, expressed in a letter sent to the student, parents, and principal. Dismissed members must surrender any membership emblems to the advisor.
- d) The Faculty Council's decision may be appealed to the building principal and afterwards to the STAR Team (Student/Teacher y Roundtable).
- e) When a student is dismissed or resigns, he or she is no longer a member and may not be reconsidered for membership in the National Junior Honor Society.
- f)

Section 7 - In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

Article V: Officers

Section 1 - The officers of the chapter shall be president, 1st vice president, 2nd vice president and secretary.

Section 2 - Student officers shall be elected at the first meeting of each school year. All returning active members are eligible to run for a position as an officer. All active members of the chapter are eligible to vote.

Section 3 - 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.

The following duties should reflect the responsibilities developed for officers in the local chapter:

Section 4 - It shall be the duty of the president to preside at the meetings of this chapter.

Section 5 - The 1st vice president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service. This officer will be in charge of projects.

Section 6 - The second vice president will assist the president when needed and provide programs for at least 3 meetings during the year. 0

Section 7 - The secretary shall keep the minutes of meetings and be responsible for all official chapter correspondence.

Article VI: Executive Committee

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

Section 2 - The executive committee shall 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 VII: Meetings

Section 1 - Meeting of the chapter shall be monthly.

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

Section 3 - All chapter members are expected to attend all regularly scheduled chapter meetings. Students are allowed two unexcused absence. More than this will result in disciplinary action. If students are absent from school the day of the regular meeting, this is considered an excused absence.

Article VIII: Activities

Section 1 - The chapter shall determine one or more service projects for each school 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 the 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 as approved by the chapter advisor. This is in addition to the chapter projects to which all members contribute.

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

Article IX: Emblem

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

Section 2 - Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

Article X: Dues

Section 1 - Dues for the chapter will be \$20 (\$25.00 2015) the year of induction. There will be no dues collected the subsequent years of membership.

Section 2 - Dues will be payable to the Faculty Advisor before induction.

Section 3 - If a student is unable to pay the dues, a letter from the parent requesting wavier of this fee will be considered by the Faculty Council.

Article XI: Powers

Section 1 - The chapter advisor is given the authority to supervise the administration of the chapter activities, as delegated by the school principal.

Section 2 - The principal shall reserve the right to approve all activities and decisions of the chapter.

Section 3 - These bylaws are designed to amplify provisions of the national constitution and cannot contradict any components thereof. The

chapter is obligated to adhere to the provisions of the national constitution in all activities it undertakes.

Article XII: Amendments

Section 1 - 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. Exceptions are Articles III and IV (selection and discipline), which are developed by the Faculty Council with the approval of the principal.

Section 2 - Bylaws and amendments must be consistent with the constitution of the National Honor Society.

Date Approved: _____

Signatures:

_____ - Chapter President

_____ - Chapter Secretary

_____ - Faculty Advisors

_____ - Principal