**BY-LAWS FOR NATIONAL JUNIOR HONOR SOCIETY CHAPTER**

**Dunedin Highland Middle School**

ARTICLE I

NAME AND PURPOSE

Section 1.  The name of this organization shall be the Dunedin Highland Chapter of the National Junior Honor Society of Dunedin Highland 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 the students of Dunedin Highland Middle School.

ARTICLE II

MEMBERSHIP

Section 1. Membership is an honor bestowed upon a student.

Section 2. To be eligible for nomination, students must be members of the 8th grade class in attendance at a Pinellas County School for at least one year.

Section 3.Candidates eligible for election to this chapter shall have a minimum of 3.0 cumulative grade point average, have not earn a final course grade of D or F and have no discipline referrals.

Section 4. Upon meeting the grade level, attendance, and GPA standard requirements, candidates shall then be considered based on service, leadership, and character.

Section 5. If a student has been inducted from another school public or private, proof of membership and/or induction must be provided and member must remain in good standing.

Section 6. Candidates become members when inducted at a special ceremony.

ARTICLE III

SELECTION OF MEMBERS

Section 1. To be eligible for membership the candidate must be an 8th grader at Dunedin Highland Middle School.

Section 2. Candidates must have a cumulative scholastic average of 3.0. It shall be based upon both sixth and seventh grade Candidates may not have received a course grade of D or F. Candidates may not have received a discipline referral. Candidates shall then be evaluated on the basis of service, leadership, character, and citizenship.

Section 3. Prior to selection, the following shall occur:

a. Students’ records shall be reviewed to determine eligibility.

b. Students who are eligible (“candidates”) shall be notified and asked to complete and submit the candidate form for further consideration for selection.

c. The faculty council shall review the applications, select students that meet the criteria of leadership, service, character and citizenship

Section 4. The selection of each member to the chapter shall be by a majority vote of the faculty council, consisting of three to five faculty members appointed by the Principal. The chapter adviser (or co advisers) shall be the sixth (or sixth and seventh) non-voting, ex-officio members of the faculty council.

Section 5. The selection procedure shall be a review of the applications to ensure the students have meet the criteria of leadership, service, character and citizenship. Incomplete applications will not be considered. The selection procedure shall be consistent with the rules and regulations of the National Junior Honor Society.

ARTICLE IV

Probation, Discipline and Dismissal,

Section 1. Members who fail to maintain the academic cumulative scholastic average of 3.0 and/or citizenship requirements stipulated in the Membership Responsibilities section of these bylaws will be placed on probation.  The member has one nine weeks in which to be in good standing or will be subject to dismissal.

Section 2. If a member is assigned to ISS, or OSS, the member will be subject to immediate dismissal.

Section 3. Members on probation will be notified in writing. They will be allowed to participate in chapter activities during the probation period, and to attend the meetings. The probation period will be for one entire nine weeks.

Section 4. If a member is placed on probation a second time during the school year, the member is subject to dismissal. The member will be notified in writing by the sponsors of the right to a hearing to explain any extenuating circumstances related to the second probation. The member also has the right to resign prior to the dismissal.

Section 5. Members who fall below the standards which were the basis for their selection shall be promptly warned in writing by the chapter adviser and given a reasonable amount of time to correct the deficiency, except that in the case of flagrant violation of school rules or civil laws. A member does not, necessarily, have to be warned.

ARTICLE V

NOMINATION AND ELECTION OF OFFICERS

Section 1 The chapter shall include the offices of President, Vice-President, Secretary, Treasurer and Sergeant at Arms and Historian

Section 2 . The officers’ election shall be determined by votes from the members of the chapter.

Section 3  Officers shall be elected by a majority vote of all members.  The chapter advisor shall count votes.

ARTICLE VI

MEMBERS DUTIES AND RESPONSIBILITIES

Section 1. Candidates are required to uphold all standards by which they were selected according to the NJHS By-Laws once they have been notified of qualifying for the NJHS. Once inducted as full members, members must maintain the same standards by which they were selected.

Section 2. Members must maintain a cumulative scholastic average of 3.0 each grading period. Members must not be assigned to ISS, or OSS.

Section 3. Members must complete and turn in to the sponsor at least 8 service hours by May to be verified by the chapter advisor.

Section 4. Members must attend all regular and special meetings of the chapter. If you are absent from school on the day of a meeting, it is your responsibility to contact Chapter Advisor to receive an excused absence. Failure to attend meetings without prior approval from the sponsor may result in disciplinary action which can include loss of privileges or dismissal from the chapter. If a member misses 2 general business meetings, it will result in grounds for dismissal from the NJHS.

ARTICLE VII

ACTIVITIES

Section 1: The chapter shall be involved in at least one service project during the school year.

Section 2 – Each member is responsible for a minimum of 8 service hours per year; an adult must sign notice of the service hours.

Sections 3 – Any member not earning these hours will be subject to dismissal.

ARTICLE VIII

AMMENDMENTS

These By-Laws will be reviewed annually by the Chapter Members. NOTE: BY-LAWS MUST BE CONSISTENT WITH THE NATIONAL JUNIOR HONOR SOCIETY CONSTITUTION AND HANDBOOK. Any recommended change must be approved by the faculty council and the principal.  Upon approval of the recommended change, it will be reviewed and put to a vote by the membership.  Two-thirds vote will establish a change. Sections dealing with revisions to the procedures for selection, disciplining, and dismissal of members can be changed only by the Faculty Council, though input from the chapter is allowed.

ATTACHMENT 1

(sample outline for minutes/agenda)

* DATE:
* LOCATION:
* TIME:
* OPENING Chairperson brings meeting to order and opens with a welcome.
* ROLL CALL Secretary keeps a record of: a. Those present  b. Those absent without notification  c. Guests.   This can be an attachment to the minutes.
* MINUTES OF LAST MEETING "Are there any errors or omissions?" Errors are corrected, omissions are inserted. Minutes are then declared "Approved as printed" or "Approved as corrected".
* FINANCIAL STATEMENT (if appropriate, but at least once during each semester to the membership)
* OLD BUSINESS:  This item will deal with ongoing business and gives continuity to the work of a committee. Under this heading is listed those matters to be discussed (i.e.,   Thanksgiving Day cards, Big Brothers/Big Sisters, fund-raising committee, etc.)
* REPORTS OF MEMBERS WITH SPECIAL TASK ASSIGNMENTS
* VISITOR OR SPEAKER - if any
* NEW BUSINESS List here those matters which are to be discussed for the first time.
* CORRESPONDENCE - if any
* DATE OF NEXT MEETING
* ANNOUNCEMENTS OR MEMOS (if appropriate of coming events)