

## St. Mary School Chapter NJHS Constitution

### Article I Name and Purpose

Section 1. The name of this organization shall be the St. Mary 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 citizenship in the students of St. Mary School.

### Article II Chapter Officers and Elections

Section 1. Members wishing to run for the office of president, vice president, secretary, treasurer and chaplain are required to submit a letter of intent to the chapter vice president not later than two weeks before the election date.

Section 2. The election ballot will be prepared by the vice president of the chapter.

Section 3. Officers will be elected in a secret ballot at the April meeting of the St. Mary Chapter by a majority vote of the membership. In case of a tie, chapter advisers shall cast their votes.

Section 4. Additional officers, not designated above, may be appointed at the discretion of the chapter president with the approval of the chapter advisor.

Section 5. In the event that an officer is unable or unwilling to serve his or her term, the executive committee will designate a suitable replacement with the approval of the faculty advisor and a majority vote of the membership.

### Article III Membership

Section 1. Membership in the St. Mary chapter of the NJHS is an honor bestowed upon a student by the faculty. Selection for membership is based on outstanding scholarship, leadership, service, character, and citizenship. Once selected, members have the responsibility to continue to demonstrate these qualities.

Section 2. An NJHS member who transfers from another school and brings a letter from the principal or chapter adviser to the St. Mary Chapter faculty adviser shall be accepted automatically as a member in the St. Mary Chapter. Transfer members must meet the St. Mary Chapter standards within one semester in order to retain membership.

## Article IV Selection of Members

Section 1. To be eligible for membership the student must be a member of the second semester of the sixth grade, seventh grade or eighth grade at St. Mary School. Candidates must have been in attendance at St. Mary School the equivalent of one semester.

Section 2. Selection for membership is by a majority vote of the Faculty Council and is based on outstanding scholarship, character, leadership, service and citizenship.

Section 3. The Faculty Council consists of five faculty members appointed by the principal.

Section 4. The minimum standard for scholarship shall be a cumulative scholastic average of at least 92% with no rounding in all academic subject areas and a cumulative scholastic average of 92% with no rounding in all specials. All grades from the beginning of sixth grade are averaged.

Section 5. The minimum standard for character is:

- all conduct and effort report card grades in the 1-2 (B- and above all quarters of 6-8 grade) range.
- an outstanding record of conduct and behavior with regard to school and community rules, guidelines, and policies.

Section 6. Leadership experience and service must be listed on a candidate's Activity Form and/or essay to be eligible for selection to the NJHS.

Section 7. Following the first semester, all sixth and seventh grade students who meet the minimum standards for scholarship and character as delineated in sections 4 and 5 above will be considered eligible candidates. To assist the Faculty Council in making membership decisions, eligible candidates will be invited to fill out an Activity Form and to complete an in-school essay. Students who submit their Activity Forms and essays on time will be considered for possible selection.

Section 8. The faculty shall evaluate eligible candidates in the areas of leadership, citizenship and character using a Faculty Evaluation Form provided by the chapter advisor. Faculty shall rate the candidates with whom they have had professional interaction on a scale of 1-4, where 1=low/poor, 2=below average, 3=good, and 4=high/outstanding. For any rating of poor or below average, it is necessary for faculty to provide an additional comment that speaks to the professional rationale for this low rating or examples of the poor performance which led to the rating.

Section 9. The Faculty Council shall review the Student Activity Form, the in-school essay and faculty evaluations in order to determine membership.

Section 10. Prior to notification of any candidates, the chapter adviser shall review with the principal the results of the Faculty Council's deliberations. The decision of the Faculty Council will be considered final upon approval of the principal. All candidates that were considered for membership will be notified in writing of the Faculty Council's decision.

Section 11. Non-member students who transfer to St. Mary School will be required to meet the same requirements for eligibility as those students who have been in continuous attendance at St. Mary School. In these cases, report card grades from the transfer student's previous school will be averaged.

Section 12. A description of the selection procedure shall be published on the school website. The selection procedure shall be determined by the Faculty Council and shall be consistent with the rules and regulations of the NJHS constitution and handbook.

## Article V Responsibilities of Members

Section 1. Members are required to maintain the standards by which they were selected.

Section 2. Members are expected to attend ALL chapter meetings. All members are responsible for knowing what happens at monthly chapter meetings. Failure to attend chapter meetings may result in chapter suspension or dismissal.

Section 3. Members are expected to attend leadership trainings such as MAHS conventions and conferences. Failure to attend leadership trainings may result in chapter suspension or dismissal.

Section 3. Members are required to participate in chapter service activities. Members are required to complete a minimum of ten total hours of service yearly. Hours accumulated during chapter service projects and individual service projects are included in the ten hour total. Confirmation candidates may count five hours of Confirmation service toward this requirement. Failure to participate may result in chapter suspension or dismissal.

## Article VI Meetings and Activities

Section 1. Each chapter shall have regular monthly meetings during the school year on days designated by the chapter advisor.

Section 2. Each chapter shall determine one or more service projects for each year. All members shall regularly participate in the planning, execution and evaluation of these projects.

Section 3. Each member is encouraged to choose and participate in an individual service project that reflects his or her particular talents and interests. This is in addition to the chapter projects to which all members contribute.

Section 4. NJHS 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; be well planned, organized and executed.

## Article VII Discipline and Dismissal

Section 1. Members are expected to maintain the highest standard of behavior. Behavior referrals resulting from any violation of school code/policy are subject to review from the Faculty Council. Members can be suspended or dismissed from the NJHS if the Faculty Council deems that the degree or frequency of such referrals is inappropriate to the integrity of the NJHS.

Section 2. Members who fall below the standards that were the basis for their selection shall be suspended of their membership. They shall be notified of their membership suspension in writing by the chapter adviser and given a quarter to correct the deficiency before being dismissed of their membership. During their time of suspension, they shall not participate in NJHS activities.

Section 3. In the case of flagrant violation of school rules or the law, a member does not have to be warned of their dismissal.

Section 4. In all cases of pending dismissal, a member shall have a right to a hearing before the Faculty Council.

Section 5. For purposes of dismissal, a majority vote of the Faculty Council is required.

Section 6. A member who has been dismissed may appeal the decision of the Faculty Council to the principal.

## Article VIII Amendments

Section 1. The St. Mary School Chapter Constitution must be consistent with the NJHS Constitution and handbook. Any concerns not specifically addressed in this constitution will be addressed by the Faculty Council and principal following the guidelines of the NJHS Constitution, the NJHS handbook and the St. Mary School handbook.

Section 2. The Constitution will be reviewed annually by the members of the St. Mary Chapter. All members of the St. Mary Chapter will be provided copies of the NJHS Constitution and bylaws.

Section 3. Recommended changes to the constitution must be approved by the Faculty Council and principal and require a 2/3 vote of the membership.

Section 4. Revisions to the procedures for selection, disciplining or dismissal of members can be changed only by the Faculty Council, though input from the chapter is allowed.

