

BY-LAWS
St. Francis Xavier
NATIONAL JUNIOR HONOR SOCIETY

ARTICLE I
NAME AND PURPOSE

Section 1. The name of this organization shall be the Kris Spucces Chapter of the National Junior Honor Society of St. Francis Xavier.

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 students of St. Francis Xavier.

Section 3. The NJHS shall be under the sponsorship and supervision of the National Association of Secondary School Principals (NASSF), 1904 Association Drive, Reston, VA 20191.

ARTICLE II
THE PRINCIPAL

Section 1. The principal shall reserve the right to approve all activities and decisions of the chapter.

Section 2. The principal shall annually appoint a chapter adviser, who may serve consecutive terms.

Section 3. The principal shall be a part of the local school district appeal process for non-selection or dismissal cases.

ARTICLE III
THE CHAPTER ADVISER

Section 1. The chapter adviser shall be responsible for the direct, day-to-day supervision of the chapter and act as liaison between faculty, administration, students and community.

Section 2. The chapter adviser shall maintain files on membership, chapter history, activities, and financial transactions. The chapter adviser shall send the annual activity report to the national office and complete national office surveys as required.

Section 3. The chapter adviser shall regularly review each member for compliance with Society standards and obligations.

Section 4. The chapter adviser shall help the chapter officers understand and carry out their duties.

ARTICLE IV FACULTY COUNCIL

Section 1. The faculty council shall consist of five voting faculty members appointed annually by the principal. No principal may be included on the faculty council.

Section 2. The term of the faculty council shall be one year. Members may be appointed to consecutive terms.

Section 3. The chapter adviser shall be an ex-officio, non-voting, sixth member of the faculty council.

Section 4. The faculty council shall meet at least once a year to select members and to consider dismissal, non-selection, and warning cases.

ARTICLE V MEMBERSHIP

Section 1. Membership is an honor bestowed upon a student. Selection for membership is by a majority vote of the faculty council and is based on outstanding scholarship, character, leadership, service and citizenship.

Section 2. The faculty council shall reserve the right to award honorary membership to school officials, principals, teachers, NJHS advisers, or adults in recognition of outstanding service rendered to the school in keeping with the purpose of the National Junior Honor Society.

Section 3. Candidates become members when inducted at a special ceremony.

Section 4. A National Junior Honor Society member who transfers to another school and brings a letter from the former principal or chapter adviser to the new school adviser shall be accepted automatically as a member in the new school's chapter. Transfer members must meet the new chapter's standards within one semester in order to retain membership.

Section 5. Members who resign or are dismissed are never again eligible for membership or its benefits.

ARTICLE VI

SELECTION OF MEMBERS

Section 1. To be eligible for membership the candidate must be enrolled in 8th grade during their year of membership. Candidates will be nominated by the 7th grade faculty during the second semester of their 7th grade year at St. Francis Xavier.

Section 2. Candidates must have a cumulative scholastic average of 3.75. Candidates shall then be evaluated on the basis of service, leadership, character, and citizenship.

Section 3. The selection of each member to the chapter shall be by a majority vote of the faculty council.

Section 4. A description of the selection procedure shall be published in an official school publication which is widely available, in a timely fashion, to all students and parents of the school. The selection procedure shall be determined by the faculty council and shall be consistent with the rules and regulations of the National Junior Honor Society.

Section 5. The National Council and the NASSP shall not review the judgment of the faculty council regarding selection of individual members to local chapters.

ARTICLE VII

DISCIPLINE/DISMISSAL

Section 1. The faculty council, in compliance with the rules and regulations of the National Junior Honor Society, will develop a dismissal procedure. A written description of the discipline/dismissal procedure shall be available to interested parties.

Section 2. 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. In the case of flagrant violation of school rules or civil laws a member does not, necessarily, have to be warned.

Section 3. The faculty council shall determine when an individual has exceeded a reasonable number of warnings.

Section 4. 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 5. A member who has been dismissed may appeal the decision of the faculty council under the same rules for disciplinary appeals in the school district.

Section 6. The National Council and the NASSP shall hear no appeals in dismissal cases.

ARTICLE VIII

NOMINATION AND ELECTION OF OFFICERS

Section 1. The officers of this chapter shall be president, vice-president, secretary, treasurer, historian, and parliamentarian. (The members can decide which officers are needed)

Section 2. Officers shall be elected at a regular meeting of the St. Francis Xavier Chapter. Elections will be held annually. Nominations must be approved by the Faculty Advisor. Election of officers is by majority vote of the members.

ARTICLE IX

OFFICERS' DUTIES AND RESPONSIBILITIES

Section 1. President – runs meetings, prepares agenda for meetings, manages executive committee.

Section 2. Vice-president – assumes the President's duties when the President is unavailable. Manages committees.

Section 3. Secretary – keeps attendance records, takes minutes of the meeting, coordinates all correspondence for the chapter.

Section 4. Treasurer – responsible for bookkeeping and accurate financial records of the chapter.

Section 5. Officers are elected by the chapter on an annual basis. Vacancies created during the school year will be filled by a member appointed by the Faculty Advisor.

ARTICLE X

EXECUTIVE COMMITTEE

Section 1. The executive committee shall consist of the officers of the chapter and the chapter adviser.

Section 2. The executive committee shall have general supervision of the affairs of the chapter between its business meetings, make recommendations to the chapter, and determine and perform such other duties as are specified in the chapter by-laws. All actions and recommendations of the executive committee shall be subject to the review of the chapter membership.

Section 3. The executive committee shall have the responsibility for ensuring that chapter activities and procedures follow school policy and regulations.

ARTICLE XI
MEETINGS

Section 1. The chapter shall meet at least bi-monthly.

Section 2. Special meetings approved by the executive committee may be called by the president or chapter adviser.

Section 3. Chapters shall conduct meetings according to Robert's Rules of Order in all points not expressly provided for in these by-laws.

ARTICLE XII
ACTIVITIES

Section 1. The chapter shall be involved in one or more service projects during the school year.

Section 2. Each member shall be involved in an individual service project as approved by the chapter adviser.

Section 3. Each member must serve at least 10 hours of community service. For eighth grade students, these hours are in addition to the service hours required for graduation. Service hours will be reported to the chapter advisor.

ARTICLE XIII
AMENDMENTS

Section 1. The bylaws can be amended by a majority vote of the faculty council.