



Chapter Bylaws
of the
DaVinci School for Science and the Arts Chapter
of the
National Junior Honor Society
Adopted:

ARTICLE I: NAME AND PURPOSE

Section 1. The name of this chapter shall be the Da Vinci School for Science and the Arts Chapter of the National Junior Honor Society of Burnhamwood Charter School District.

Section 2. The purpose of this chapter 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 secondary schools in students of Da Vinci School for Science and the Arts.

ARTICLE II: THE NASSP STUDENT LEADERSHIP ADVISORY COMMITTEE

Section 1. The control of this organization shall be vested in the NASSP Board of Directors

Section 2. There shall be a national advisory committee to advise the NASSP staff and Board of Directors regarding NJHS and its policies and procedures

Section 3. Reference Article II Section 3 of the Constitution of the NJHS

Section 4. Members shall be appointed for a term of no more than two years.

ARTICLE III: STATE ORGANIZATIONS

Sections 1-5. Reference the Constitution of the NJHS



ARTICLE IV: LOCAL CHAPTERS

Section 1. There will be two separate chapters for middle school and high school.

Section 2. Deleted

Section 3. This chapter will maintain active affiliation with the national organization on an annual basis. The school shall pay an annual affiliation fee approved by the NASSP Board of Directors.

Section 4. The annual individual member dues paid to the chapter is \$20.

Section 5. This chapter operates under the direction of and in full compliance with the National Constitution of NJHS. See www.njhs.us/constitutions

ARTICLE V: THE PRINCIPAL

Section 1. The principal or designee approves all activities and decision of the chapter.

Section 2. The principal or designee annually appoints a member of the faculty as chapter adviser, who may serve consecutive terms. Co-advisers may be appointed as necessary.

Section 3. The principal or designee council appoints a Faculty Council composed of five members of the school's faculty who may serve consecutive terms.

Section 4. The principal shall receive appeals in cases of non-selection of candidates, and the disciplining or dismissal of members.

ARTICLE VI: 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 maintains files on membership, chapter history, activities, and financial transactions. The chapter adviser shall complete the annual survey and submit it to the national office.

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.

Section 5. The chapter adviser shall be an ex officio, nonvoting, sixth member of the Faculty Council and shall facilitate all meetings of the council.

Section 6. The chapter adviser shall be a member of the faculty, appointed annually by the principal, and may serve consecutive terms.



ARTICLE VII: THE FACULTY COUNCIL

Section 1. The Faculty Council consists of five voting faculty members appointed annually by the principal. The chapter adviser is an ex officio, nonvoting, sixth member of the Faculty council. No principal or assistant principal may be included in the Faculty Council.

Section 2. The term of the faculty council is of one year but may be appointed consecutive terms.

Section 3. The Faculty council shall meet at least once a year to review the procedures of the chapter, select members, and to consider nonselection, dismissal, other disciplinary actions, and warning cases.

Section 4. The Faculty Council will develop and revise, when necessary, all chapter procedures for selection, discipline, and dismissal of members, all of which must remain in compliance with the Constitution and NJHS policies.

ARTICLE VIII: 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. The Faculty Council reserves the right to award honorary membership to students who warrant special consideration in recognition of achievement and/or outstanding service rendered to the school in keeping with the purposes of the NJHS. Reference ARTICLE VIII Section 2 of the Constitution of NJHS.

Section 3. Candidates become members when inducted at special ceremony during second semester.

Section 4. An active member of the National Junior Honor Society who transfers from this school will be given an official letter indicating the status of his/her membership. An active member of the National Junior Honor 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/her membership.

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

Section 6. The NJHS adviser shall nominate members in good standing for the NJHS Outstanding Achievement Award, thus reviewing eligibility requirements for nominations.



ARTICLE IX: SELECTION OF MEMBERS

Section 1. To be eligible for membership the candidate must be a member of second semester 6th or 7th grade. Candidates must have been in attendance at the school the equivalent of one semester.

Section 2. The national minimum standard for scholarship shall be a cumulative scholastic average of at least 85 percent or the equivalent standard of excellence. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their service, leadership, character, and citizenship.

Section 3. The Faculty Council will vote to select each member

Section 4. Prior to the final selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. All students who are eligible scholastically (i.e., candidates) shall be notified and asked to complete and submit the candidate information form for further consideration.
- c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official input form provided by the chapter adviser.
- d. The faculty council shall review the candidate information forms, faculty input, and other relevant information to determine those who fully meet the selection criteria for membership.

ARTICLE X: DISCIPLINE and DISMISSAL

Section 1. Any member who falls below the standards of scholarship, service, leadership, character, or citizenship may be considered for discipline or dismissal from the Da Vinci School for Science and the Arts Chapter of the National Junior Honor Society. A member of the National Junior 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.

- a. Violations of the law or school regulations can result in immediate consideration of the 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 or in the community.
- b. Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absences, 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 considered for dismissal
- c. If a member's cumulative grade point average falls below the standard in effect when he/she was selected, minimum 85% cumulative average, he /she will be given a written warning and a reasonable 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 includes consideration of dismissal from the chapter.
- d. Chapter officers, as representatives of the chapter, can be removed from their positions as a consequence of disciplinary action taken by the faculty council.



Section 2 Chapter adviser will issue written warning and give a reasonable amount of time to comply with the requirements.

Section 3. The Faculty Council shall determine when a member has exceeded a reasonable amount of warnings.

Section 4. In all cases pending dismissal

- a. The member will receive **written notification** from the adviser/faculty council indicating the reason for consideration of dismissal.
- b. The member has the **right** to respond to the charge(s) against him/her at a **hearing** before the faculty council prior to any vote on dismissal (in accordance with due process identified in Article X of the National Constitution). The member has the opportunity to present his/her defense either in person or via a written statement presented in lieu of the face-to-face hearing. Following the hearing, 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 presented to the principal for review, and then stated in a letter sent to the student and parents. Dismissed members must surrender any membership emblems to the adviser.
- d. The faculty council's decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies.
- e. A member who is dismissed or resigns may never again be considered for membership in the National Junior Honor Society.

Section 5. A majority vote of the faculty council is needed to dismiss any member. In lieu of dismissal, the faculty council may impose disciplinary sanctions upon a member as deemed appropriate.

Section 6. A member who is dismissed may appeal the decision of the Faculty council to the principal.

Section 7. NASSP shall hear no appeals in dismissal cases.



ARTICLE XI: CHAPTER OFFICERS

Section 1.

- a. The officers of the chapter shall be president, vice president, secretary, treasurer, and historian.
- b. Student officers shall be elected at the first meeting of each school year. All returning members in good standing with the chapter are eligible to run for a position as an officer. Any active member can nominate an eligible member as a candidate for office.
- c. Voting shall be by secret ballot. 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.
- d. It shall be the duty of the president to preside at the meetings of the chapter, and serve as the official representative of the chapter at school and community functions.
- e. The vice president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service.
- f. The secretary shall keep the minutes and attendance records for meetings and be responsible for all official correspondence.
- g. The treasurer shall keep the record of business expenses, dues, and all other financial transactions of the chapter.
- h. The historian shall keep record of all events and service projects of the chapter.

Section 2. New officers shall be installed at a special ceremony.

ARTICLE XII: EXECUTIVE COMMITTEE

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

Section 2. Officers and the faculty adviser(s) shall collectively be known as the chapter's executive committee. The executive committee shall establish annual goals for the chapter and 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.

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

ARTICLE XIII: MEETINGS

Section 1. This chapter will hold regular meetings. Special meetings can be called by the president with approval of the adviser.

Section 2. The chapter will have monthly meetings.

Section 3. Special meetings can be called by the president with approval of the adviser.

Section 4. This chapter shall conduct its meetings according to *Robert's Rules of Order*.



ARTICLE XIV: ACTIVITIES

Section 1. The chapter shall determine one or more service projects for each 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 which reflects his or her particular talents and interests and as approved by the chapter adviser. This is in addition to the chapter projects to which all members contribute. Students are required 12 individual service hours.

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

ARTICLE XV: OFFICIAL INSIGNIA

Section 1. This chapter will use the official emblem as determined by the NASSP Board of Directors.

Section 2. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be entitled to wear the emblem adopted by the National Junior Honor Society.

Section 3. Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

Section 4. All insignia must be procured from the national office of the NJHS.

Section 5. The motto of the NJHS shall be Light is the Symbol of Truth.

Section 6. The official colors of the NJHS shall be blue and white.

ARTICLE XVI: CHAPTER BYLAWS

Section 1: These bylaws are consistent with the Constitution of the NJHS.

Section 2: These bylaws contain information concerning the election and duties of officers, the schedule of meetings, member obligations, dues and the like.

ARTICLE XVII: AMENDMENTS

These bylaws may be amended with approval of principal or designee.