

**Chapter Bylaws Of the Public Safety Academy Chapter
Of the National Junior Honor Society of CREC Public Safety Academy
AMENDED: 2/19/14**

ARTICLE I: NAME AND PURPOSE

Section 1. The name of this chapter shall be the Public Safety Academy Chapter of the National Junior Honor Society of CREC Public Safety Academy.

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 to encourage the development of character in students of CREC Public Safety Academy.

ARTICLE II: MEMBERSHIP

Section 1. Membership in this chapter shall be known as active, honorary, and graduate. Active members become graduate members at graduation. Graduate and honorary members have no 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, Character and Citizenship.

Section 3. Eligibility:

- a. Candidates eligible for selection to this chapter must be second-semester 6th graders, or members of the 7th and 8th grades.
- b. To be eligible for selection to membership in this chapter, the candidate must have been in attendance for a period of one semester at CREC Public Safety Academy.
- c. Candidates eligible for selection to the chapter ***shall have earned honor roll for all quarters in the current academic year.*** This scholastic level of achievement shall remain fixed, and shall be the required minimum scholastic level of 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 membership.
- d. Upon meeting the grade level, attendance, and ***Honor Roll achievement*** standard requirements, candidates shall then be considered based on their service, leadership, character and citizenship.

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 adviser shall be the sixth, non-voting, 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. Students who are eligible scholastically (“candidates”) shall be notified and asked to complete and submit the Student Activity Information Form for further consideration for selection.

c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser.

d. The Faculty Council shall review the Student Activity Information Form and 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. An active member of the National Honor Society who transfers from this school will be given a letter indicating the status of his/her membership and signed by the Principal or Chapter Advisor.

Section 6. An active member of the National 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.

ARTICLE IV: DISCIPLINE and DISMISSAL

Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from the CREC Public Safety Academy chapter of the National Honor Society. A member of the National 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.

Section 2. If a member’s cumulative grade point average (***i.e., student must remain on honor roll***) falls below the standard in effect when he/she was selected (**honor roll minimum**) he /she will be given a written warning and a 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 may include dismissal from the chapter.

Section 3. Violation of the law or school regulations can result in immediate dismissal of a member. These violations include, but are not limited to, DWI, stealing, destruction of property, cheating, truancy, or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities.

Section 4. Offenders of the school conduct code (such as use of profanity, failure to comply, unexcused absence, 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 dismissed.

Section 5. In all cases of pending dismissal:

a. The member will receive written notification indicating the reason for possible dismissal from the adviser/Faculty Council. The member and adviser 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 (see below).

b. The member will be given the opportunity to respond to the charge against him/her at a hearing before the Faculty Council prior to the 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 in writing. 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 adviser.

d. The Faculty Council's decision may be appealed to the building principal and afterwards through the school district discipline policy.

e. When a student is dismissed or resigns, he/she is no longer a member and may never again be considered for membership in the National Honor Society.

Section 6. 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, vice president, secretary, and treasurer.

Section 2. Student officers shall be elected at the last meeting of each school year, or by special election, determined by Chapter Advisor. 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. If the second vote does not yield a majority, the two candidates will equally share the responsibilities of the office.

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

Section 5. The vice-president shall preside in the absence of the president and shall also keep a record of members' contributions to leadership and service.

Section 6. The secretary shall keep the minutes of meetings and be responsible for all official chapter correspondence.

Section 7. The treasurer shall keep the record of chapter expenses, dues, and all other financial transactions of the chapter

Section 8. Additional Duties for Officers: Officers must attend all functions of the chapter, including chapter meetings. An officer that has two unexcused absences from a chapter activity, to include chapter meetings, may be removed from office, as determined by the Faculty Council. An officer that is placed on probation, for any reason, may be immediately dismissed from their elected position.

Section 9. If a member of the Executive Board resigns from office or is placed on probation; it shall be the decision of the Faculty Council whether it shall be necessary to refill the position. In the event that it is deemed necessary to find a replacement, the candidate with the next highest number of votes shall be given the position. If the officer had no competition for the committee in question, a new election shall be held.

ARTICLE VI: EXECUTIVE COMMITTEE

Section 1. The executive committee shall consist of the faculty adviser 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. Meetings of this 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, and will receive 0.5 hours of service for their participation in these meetings.

Section 4. The Chapter Advisor reserves the right to cancel meetings provided they be rescheduled.

Section 5. Regular attendance to all NHJS meetings is a requirement of membership for all members. Any missed meetings will be considered unexcused, unless a written note is provided; any extenuating circumstance should be discussed with the Chapter Advisor. Excessive unexcused absences from activities may result in dismissal.

ARTICLE VIII: 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.

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 Honor Society.

Section 2. Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter and if the member purchased such emblems, the chapter is obligated to reimburse the student for said expense

ARTICLE X: DUES

Section 1. Annual dues for this chapter shall be \$10.00. *Membership will not be denied because of a student's inability to pay.*

Section 2. Dues will be payable to the chapter treasurer or adviser, within 30 days of induction.

ARTICLE XI: POWERS

Section 1. The chapter adviser is given the authority to supervise the administration of 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 by-laws may be amended by a 2/3 vote of the chapter, provided notice of the proposed amendment has been given to members at least one month prior to the vote. The exceptions are Articles II, III and IV (selection and discipline), which are developed by the Faculty Council with the approval of the principal.

Section 2. By-laws and amendments must be consistent with the Constitution of the National Honor Society.

Date: 9/19/2013; Amended: 2/19/14

Approved by Majority Vote

Names of the Faculty Council, Advisers, and Principal:

- a. Dr. Leslie Torres-Rodriguez, Principal
Lauren Sondrini, NHS & NJHS Advisor
Samantha O'Donnell, NJHS Co-Advisor
Faculty Council: Leah Smith, Jessica Mueller, Matthew Kosinski, Nancy Rosenbaum, Kelly Poppe

Non-discrimination. The CREC Public Safety Academy chapter of NJHS maintains policies and practices that are designed to prevent discrimination against any qualified candidate or member on the basis of race, color, creed, gender, sexual orientation, gender identity or expression, national origin, religion, age, economic status, marital status, or disability as prescribed by law. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.