



BYLAWS

Riverview Charter School Chapter of the National Junior Honor Society

ARTICLE I: NAME AND PURPOSE

Section 1. The name of this organization shall be Riverview Charter School Chapter of the National Junior Honor Society.

Section 2. The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate the desire to render service, to promote leadership, to develop character, and to encourage citizenship in students of Riverview Charter School.

Section 3. The Riverview Charter School Chapter of the National Junior Honor Society shall be under the sponsorship and supervision of the National Association of Secondary School Principals (NASSP), 1904 Association Drive, Reston, VA 20191-1537, a 501(c)(3) not-for-profit association.

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 member(s) of the Riverview Charter School faculty as chapter adviser (co-adviser), who may serve consecutive terms.

Section 3. The principal shall annually appoint a Faculty Council composed of five faculty members of the Riverview Charter School, 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 III: THE CHAPTER ADVISER AND CO-ADVISER

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

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

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

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

Section 5. The chapter adviser and co-adviser may serve consecutive terms, as appointed by the principal.

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 and co-adviser shall be ex-officio, non-voting, sixth and seventh members 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 advisors, 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. Members shall pay dues totaling \$18.00 per year.

Section 5. 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 6. Members who resign or are dismissed are never again eligible for membership or its benefitsⁱ.

ARTICLE VI: SELECTION OF MEMBERS

Section 1. To be eligible for membership, candidates must:

- (1) be at least a third trimester seventh grader;
- (2) have completed the previous trimester at Riverview Charter Schoolⁱⁱ;
- (3) have a cumulative grade point average of at least a 93 percent (letter grade "A") in core academic subjects (math, science, language arts, social studies);
- (4) demonstrate the qualities of leadership, service, citizenship, character, and scholarship, as indicated on their application form and agreed upon by the Faculty Council;
- (5) may not have excessive absences or tardies, served excessive detentions, or served ISS, OSS, or been expelled.
- (6) have submitted a candidate packet the previous year if invited to do so. Students who were invited to join NJHS the previous year but did not apply may not apply in subsequent years;

Section 2. The selection process is follows:

- (1) Chapter adviser and co-adviser shall identify students who meet the scholarship requirements of the Riverview Charter School National Junior Honor Society, which is a cumulative grade point average of 93 percent in their core academic subjects
- (2) Eligible students shall receive an invitation to complete the candidate information packet.
- (3) Eligible students shall complete and return the candidate information packet to the chapter adviser or co-adviser by the due date (specified in invitation). The candidate information packet identifies the following membership criteria:
 - Service: at least 3 projects that they have worked on inside or outside school (minimum 2 within Riverview). Proof of service must be supported.
 - Leadership: at least 3 examples of how they exemplify leadership either in or out of school (minimum 2 within Riverview).
 - Citizenship: extracurricular activities that they have participated in
 - Character: Students cannot have excessive absences or tardies, served excessive detentions, served ISS, OSS, or been expelled or have adverse input from faculty review.
- (4) Students shall request two (2) Teacher Recommendation Forms from current Riverview Charter School faculty members. A minimum of one (1) form must come from a current core content teacher. Teacher Recommendation Forms are to be returned directly to the chapter adviser or co-adviser.



- (5) The Faculty Council evaluates the student application and teacher recommendations.
- (6) The selection of each member to the chapter shall be by majority vote of the Faculty Council.

Section 3. An induction ceremony shall be held during the third trimester of each year.

Section 4. To maintain membership, members must maintain a cumulative average of 93 percent in their core content; complete the required amount of community service each trimester; and not serve ISS, OSS, or be expelled.

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

ARTICLE VII: DISCIPLINE/DISMISSAL

Section 1. Members who fall below the standards that were the basis for the selection, shall be promptly warned in writing by the faculty council, and given a reasonable amount of time to correct the deficiency.

- (1) If their cumulative average falls below the standard of scholarship in place at the time of their induction. If after one trimester they have not brought their average back up to standard, they will be dismissed.
- (2) Members who do not complete the required amount of community service time each trimester shall receive a warning. If after one trimester they have not made up the hours, they will be dismissed.
- (3) In the case of flagrant violation of school rules or civil laws, a member does not, necessarily, have to be warned. If a member is sent to ISS, suspended or expelled, his/her membership shall be terminated.

Section 2. The Faculty Council shall determine when the individual had exceeded a reasonable number of warnings.

Section 3. 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 4. For purposes of dismissal, a majority vote of the Faculty Council is required.

Section 5. A member who has been dismissed may appeal the decision of the Faculty Council to the principal.

Section 6. 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 and treasurer.

Section 2. Officers shall be elected at a regular meeting of the Riverview Charter School Chapter.

ARTICLE IX: OFFICERS' DUTIES AND RESPONSIBILITIES

Section 1. President – will preside over meetings; will make large group public announcements or presentations at assemblies; will represent the Riverview Charter School National Junior Honor Society as needed; will work with fellow officers of the society to plan and implement meetings, projects, and special events.

Section 2. Vice President – will work with the president to coordinate projects and take on the duties of the president in his/her absence.

Section 3. Secretary – will maintain records of the society--maintaining attendance roll or regular meetings, project participation and writing meeting minutes.

Section 4. Treasurer – will coordinate with advisors on all aspects surrounding finances of the society.

ARTICLE X: EXECUTIVE COMMITTEE



Section 1. The executive committee shall consist of the officers of the chapter and the chapter adviser and co-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 bylaws. 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 the chapter activities and procedures follow school policy and regulations.

ARTICLE XI: MEETINGS

Section 1. The Riverview Charter School Chapter of the National Junior Honor Society shall meet monthly.

Section 2. The adviser and co-adviser may call special meetings.

Section 3. The Riverview Charter School Chapter of the National Junior Honor Society shall conduct meetings according to Robert's *Rules of Order, Newly Revised* in all points not expressly provided for in these bylaws.

ARTICLE XII: ACTIVITIES

Section 1. The chapter shall be involved in one or more service projects during the school 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; be well planned, organized, and executed.

Section 4. Each member shall have the responsibility for choosing and participating in individual service projects, serving 3 hours per trimester, totaling 9 service hours per year. These service projects reflect his or her particular talents and interests. This is in addition to the annual chapter a project to which all members contribute and participate.

Section 5. Individual service projects shall be pre-approved by the chapter adviser or co-adviser.

ARTICLE XIII: OFFICIAL INSIGNIA

Section 1. This organization shall have an official emblem. The emblem shall be uniform and its distribution and rules for its use shall be determined by the NASSP Board of Directors.

Section 2. Each active or honorary member in good standing with the chapter shall be entitled to wear this emblem.

Section 3. Any member who resigns or is dismissed shall return the emblem to the chapter adviser or co-adviser.

Section 4. All insignia must be procured from the national office of the National Junior Honor Society, 1904 Association Drive, Reston, VA, 20191. All insignia are registered with the United States Patent and Trademark Office and may not be copied by anyone without written permission of the NJHS national office.

Section 5. The motto of the National Junior Honor Society shall be *Light Is the Symbol of Truth*.

Section 6. The official colors of the National Junior Honor Society shall be blue and white.

Section 7. The official flower of the National Junior Honor Society shall be the white rose.

Notes:

i Article V, Section 5. Resignation or dismissal from NJHS has no bearing on future consideration for membership in NHS in high school.



ii Article VI, Section 1. Some candidates may be ineligible for induction because of the trimester ruling. Many students, including students of military parents, are required to move with parents or guardians that have transferred in their work. The present school principal should seek a recommendation from the previous school principal pursuant to the candidate's selection. On the basis of the recommendation of the previous principal, the Faculty Council may waive the trimester regulation.