Saint Leo the Great School

National Junior Honor Society

Chapter Bylaws

2026-2027

Effective 9/1/2026

ARTICLE I: NAME AND PURPOSE

Section 1: The name of this chapter shall be the Saint Leo the Great Chapter of the National Junior Honor Society

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 citizenship, and to encourage the development of character in students of the Saint Leo the Great School.

ARTICLE II: POWERS

Section 1: This chapter operates under the direction of and in full compliance with the National Constitution of NJHS. See www.njhs.us/constitutions. In addition, this chapter will maintain active affiliation with the national organization on an annual basis.

Section 2: This chapter will remain an active member of the state association by paying annual dues and participating in state functions when possible.

Section 3: The chapter adviser is given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 4: Final authority on all activities and decisions of the chapter resides with the school principal.

Section 5: Nondiscrimination. Our 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, religion, ancestry, national origin, sexual orientation, gender, gender identity and disability. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.

ARTICLE III: MEMBERSHIP

Section 1: Membership in this chapter shall be known as active and honorary. Honorary members become graduate members at graduation. Graduate and honorary members have no voice or 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, citizenship, and character.

Section 3: Eligibility

a. Candidates eligible for election to this chapter must be in the second semester of sixth, seventh and/or eighth 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 Saint Leo the Great School.

c. Candidates eligible for selection to the chapter shall have a minimum average of 93 in all major and minor subject areas. (Students in accelerated math classes must maintain an average of 90 or above.) This scholastic level of achievement shall remain fixed and shall be the required minimum level of scholastic achievement for admission to candidacy. All students who can rise in scholarship to or above such standards may be admitted to candidacy for selection of membership.

d. Upon meeting the grade level, attendance, and academic requirements, candidates shall then be considered based on their service, leadership, citizenship, and character.

ARTICLE IV: 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, nonvoting, 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 NJHS Candidate 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 NJHS Candidate Information Form and faculty evaluations in order to determine membership.

Section 3: The selection of new active members shall be held once a year at the end of the second trimester of the school year.

Section 4: Candidates become members when inducted at a special ceremony.

Section 5: Once selected and inducted, all members are expected to maintain the standards by which they were selected and maintain all obligations of membership.

Section 6: An active member of the National Junior Honor Society who transfers from this school will be given a letter indicating the status of his or her membership and signed by the principal or chapter adviser.

Section 7: 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 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 or her membership.

ARTICLE V: OBLIGATIONS OF MEMBERS

Section 1: 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 2. Any member who withdraws, resigns, or is dismissed from the chapter shall return the emblem to the chapter.

Section 3: Chapter members who are eighth graders in good standing shall be granted the privilege of wearing the honor cords or other insignia adopted at the local level at graduation.

ARTICLE VI: MEETINGS

Section 1: Meetings of this chapter shall be held throughout the school year, and advance notice will be given.

Section 2: This chapter shall conduct its meetings according to Robert's Rules of Order.

Section 3: All chapter members are expected to attend chapter meetings.

ARTICLE VII: DISCIPLINE AND DISMISSAL

Section 1: Any member who falls below the standards of scholarship, leadership, character, citizenship or service may be considered for dismissal from the Saint Leo the Great School chapter of the National Junior Honor Society. A member of the National Junior Honor Society is expected to maintain his or her academic standing and take an active role in service and leadership to his or her school and community.

Section 2: If a member's academic average falls below the standard in effect when he or she was selected, he or she will be given a written warning and a time period for improvement. If the

academic average remains below standard at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council, which may include consideration of dismissal from the chapter.

Section 3: If a member fails to perform any of the published obligations of membership, he or she will be given a written warning and a time period for improvement. If the obligation remains unmet at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council, which may include dismissal from the chapter.

Section 4: Violation of the law or school regulations as stated in the parents' handbook can result in 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.

Section 5: 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, student, or parent). If the member is involved in another violation of the school conduct code, the member may be considered for dismissal.

Section 6: In all cases of pending dismissal:

a. The member will receive written notification indicating the reason for possible dismissal from the adviser or 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 or her at a hearing before the Faculty Council prior to the vote on dismissal. 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 or she is no longer a member and may not be reconsidered for membership in the National Junior Honor Society.

Section 7: In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

ARTICLE VIII: OFFICERS

Section 1: The officers of the chapter shall be president, vice president, secretary, treasurer, and historian.

Section 2: Officers will be selected by the Faculty Council.

Section 3: The following duties should reflect the responsibilities developed for officers in the local chapter:

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 the chapter's expenses.

Section 8: The historian shall keep record of chapter activities to be passed on to the incoming executive board.

ARTICLE IX: AMENDMENTS

These bylaws may be amended by a two-thirds vote of the chapter, provided notice of the proposed amendment has been given to members at least one month prior to the vote. Exceptions can be made by the faculty council with the approval of the principal.

Updated 8/3/2026