

BYLAWS  
of the  
North Carolina Junior Classical League

- I. Good Standing:
  - A. Chapters and members-at-large shall be admitted to the North Carolina Junior Classical League upon proper payment of annual dues. Thereafter, in order to remain in good standing and be able to sponsor a candidate for NCJCL office and to vote at the NCJCL convention, they shall pay dues for the school year preceding the convention, postmarked by the assigned deadline(s).
- II. Dues:
  - A. Individual member dues shall be three dollars (\$3.00) with rates for chapter dues varying depending on the date of payment. If a chapter pays member dues by the first Friday in October, chapter dues will be waived. If a chapter pays member dues after the first Friday in October, chapter dues will be ten dollars (\$10.00). The fall registration deadline is November 1st and the spring registration deadline is March 1st.
  - B. Members-at-large members pay three dollars (\$3.00) annual dues with no chapter fee.
- III. Subscription to TORCH: NC
  - A. Each sponsor will automatically receive each school year at least 2 editions of the TORCH: NC via e-mail. Individual members can sign up on the NCJCL website to receive a copy of TORCH: NC.
- IV. Annual Events:
  - A. Fall Forum: Usually occurs in November and offers the opportunity for Latin students to come together to learn about NCJCL while attending seminars, competing in non-competitive Certamen, trying their hand at academic testing and other activities. Since 2012, Fall Forum has been in conjunction with UNCG Classics Day which offers a variety of classical activities. A theme is picked by the NCJCL Executive Board and the spirit competition revolves around that theme.
  - B. State Convention: An annual convention that usually occurs the 3<sup>rd</sup> weekend in April (depending on spring break schedules and facility availability) where students from all over the state of North Carolina come together to compete in various competitions. This convention usually begins Friday afternoon and goes through the following Saturday evening.
    1. The competitions include both:
      - a. **Pre-convention contests** being due by the pre-convention deadline (usually several months prior to the convention date) decided upon by the NCJCL Executive Board in the previous fall Executive Board meeting.

- b. **Convention Contests** which take place at the annual NCJCL State Convention.
2. A list of both the pre-convention and convention contests can be found in the NCJCL Contest Handbook.
3. Sweepstakes Awards will be divided into small, medium and large high schools and a separate category for middle schools for 1st – 5th places. A top student *and* school award will be given in the following four categories:
  - a. Academic (Minerva)
  - b. Olympika (Mercury)
  - c. Graphic Arts (Apollo) and
  - d. Creative Arts (Calliope)
4. An overall winner for both middle school and high school will be awarded a top place trophy each year. These winners will be calculated by taking the total number of points and dividing them by the number of state convention participants of each chapter for the highest average.

#### V. Emblem and Colors

North Carolina will use the same emblem and colors as the National Junior Classical League. The emblem shall be a torch with the letters JCL superimposed horizontally and encircled with a laurel wreath. The colors shall be Roman purple and gold.

#### VI. Duties of the Student Officers

##### A. President

1. Presides at all meetings of the NCJCL Executive Board, Fall Forum, and the general assemblies of the State Convention. The president should prepare the agenda for the NCJCL Executive Board meetings after consulting with the NC state chair. The agenda should be sent to the state chair two weeks prior to the meeting and then to the whole board one week prior to the meeting.
2. Organizes and administers the creative writing contest.
3. Appoints all special committees and supervises committees to see that all projects are carried out.
4. Stays aware of the activity of other NCJCL officers and offers assistance where appropriate.
5. Leads the North Carolina JCL delegation to the National JCL convention.
6. Takes and displays the NC state banner at the National convention.
7. Promotes JCL through correspondence with member chapters and schools interested in joining JCL.
8. Turns over the NC state banner to the new president at the end of the final general assembly of the NC state convention.
9. Maintains officer notebook to be passed on to the next president.
10. Maintains correspondence with all Executive Board members.
11. Attends the National Convention.

B. 1<sup>st</sup> Vice-President

1. Presides at any meeting or general assemblies which the president is unable to attend.
2. Organizes and administers the poetry contest.
3. Creates and implements a plan to increase membership.
4. Shall be in charge of hospitality at the state convention including to all speakers.
5. Maintains a notebook to be passed on to the next 1<sup>st</sup> Vice-President.
6. This office plays an important role at the National Convention, and so it is highly recommended to attend.

C. 2<sup>nd</sup> Vice-President

1. Organizes and administers the spirit contest at the NCJCL State Convention, the NC Fall Forum and the annual National JCL Convention.
2. Organizes and administers the community service contest.
3. Organizes and manages the spirit for the National JCL Convention.
4. Assists 1<sup>st</sup> Vice President with membership duties.
5. Maintains a notebook to be passed on to the next 2<sup>nd</sup> Vice-President.
6. Attends the National Convention.

D. Parliamentarian

1. Brings any proposed amendments to the Constitution, Bylaws and/or Contest Handbook to the attention of the Executive Board and handles all correspondence connected with voting on the proposed amendment.
2. Sees that a revised copy of the constitution is forwarded to the NC State Chair.
3. Recruits candidates from all chapters for NC state offices through any means appropriate by January.
4. Maintains the correct observance of parliamentary procedure at the Executive Board meetings according Robert's Rules of Order.
5. Runs the election at state convention according to Article V, section 6 in the NCJCL Constitution.
6. In the absence of both the President and 1<sup>st</sup> Vice-President, presides at the Executive Board meeting.
7. Reviews national candidates and informs NC delegation of their qualifications for office at the National Convention.
8. Organizes and administers the Chariot Design Contest.
9. Maintains a notebook to be passed on to the next Parliamentarian.
10. Attends the National Convention.

E. Secretary

1. Takes minutes at all Executive Board meetings, the Fall Forum, and the NC State Convention.

2. Distributes minutes to the members of the Executive Board for corrections and a copy of the minutes to the Technology Coordinator to be published to the website.
3. Keeps all records which pertain to membership and the attendance of chapter members at NCJCL meetings.
4. Organizes and administers the Modern Myth contest.
5. Maintains a notebook to be passed on to the next Secretary.
6. This office plays an important role at the National Convention, and so it is highly recommended to attend.

#### F. TORCH Editor

1. Publishes Torch: NC at least twice per year.
2. Gathers news from local chapters to put in Torch.
3. Administers newsletter contest.
4. This office plays an important role at the National Convention, and so it is highly recommended to attend.

#### G. Middle School Representative

1. Attends all board meetings.
2. Keeps in touch with middle school chapters.
3. Encourages and recruits new middle school chapters.
4. Organizes and administers slogan contest.
5. Maintains a notebook to be passed on to the next Middle School Representative.
6. This office plays an important role at the National Convention, and so it is highly recommended to attend.

#### H. Historian

1. Corresponds with all chapters to receive seven photos and three memorabilia to be included in the Scrapbook by the assigned deadline.
2. Collects memorabilia, programs, and minutes from all NCJCL activities. This includes the NC state and National Conventions during the officer's term.
3. Takes pictures at all NCJCL activities.
4. Determines the theme of the Scrapbook and develops a cover and interior design that will reflect that theme.
5. Demonstrates as much artistic ability, neatness, and consistency as possible in constructing the State Scrapbook.
6. Ensures that the Scrapbook that the previous historian has prepared is taken to the National Convention and entered in the National Scrapbook Contest.
7. Encourages chapters to send material to the national historian to be included in the National Scrapbook.
8. Maintains a notebook to be passed on to the next Historian.
9. Attends the National Convention.

#### I. Publicity Chair

1. Encourages local chapters to send in materials for the National and State publicity contests.
2. Reconciles national publicity rules and rubric with state publicity rules and rubric for NCJCL Contest Handbook.
3. Arranges media coverage for all NCJCL sponsored events.
4. Procures a proclamation from the NC governor's office for North Carolina's Classics Week.
5. Organizes and administers the Publicity contest.
6. Maintains a notebook to be passed on to the next Publicity Chair.
7. This office plays an important role at the National Convention, and so it is highly recommended to attend.

J. Technology Coordinator

1. Creates and maintains the state website.
2. Organizes and administers the Website Design contest.
3. Maintains a notebook to be passed on to the next Technology Coordinator.
4. This office plays an important role at the National Convention, and so it is highly recommended to attend.

VII. Oaths of Office

1. For President (administered by the outgoing President)

Outgoing President says to incoming President, "Repeat after me. I, (state your name), as North Carolina Junior Classical League President, promise to uphold and carry out my duties as stated in the North Carolina Junior Classical League Constitution and By-Laws. I further promise to carry out the recommendations of the State Chair, to help promote the recommendations of the State Chair, and to help promote Latin and the Junior Classical League during my term of office. ----- Congratulations."

2. For Officers (administered by the new President)

"Say I do after this is read. Do you as North Carolina Junior Classical League State Officers promise to uphold and carry out your duties as stated in the North Carolina Junior Classical League Interim Constitution and Handbook? Do you promise to carry out the recommendations of the State Chair and of the North Carolina Junior Classical League President, and to help promote Latin and the Junior Classical League during your term of office? ----- Congratulations."

VIII. Voting

All business not covered in the Constitution shall be voted upon as follows: Each chapter shall be allowed two votes. Those votes shall be cast by two representatives previously elected by the representative chapters; if only one delegate is present at the state convention, only one vote shall be allowed to that chapter.