

The National Junior Honor Society

Monomoy Regional Middle School



The National Junior Honor Society chapter of Monomoy Regional Middle School is a duly chartered and affiliated chapter of this prestigious national organization. The purpose of this chapter shall be to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership, to generate a high regard for citizenship, and to encourage the development of good character in students of Monomoy Regional Middle School. Membership is open to those students who meet required selection standards in five areas: scholarship, leadership, service, citizenship, and character. Standards for selection, originally established by the national office of NJHS, have been revised to meet the needs of of our MRMS local chapter, and so MRMS students will be selected by a five-member Faculty Council appointed by the principal.

Students eligible for membership must have completed a minimum of two terms as a sixth or seventh grade student at Monomoy Regional Middle School and must hold a minimum cumulative grade point average of 3.87 for those two terms. Students who meet these criteria will be invited to complete a Student Activity form that provides the Faculty Council with information regarding the candidate's service, leadership, citizenship, and character. In addition, the Faculty Council shall solicit input from the middle school faculty regarding each candidate's service, leadership, citizenship, and character qualifications, and the school administration shall review each candidate's disciplinary record to ensure the candidate's behavior reflect the ideals of NJHS. A majority vote of the Faculty Council is necessary for selection.

Following notification, a formal induction ceremony and reception shall be held at the school to recognize newly-selected 6th and 7th graders. Parents/Guardians will be invited to attend. Once inducted, members are required to maintain the same level of performance in the five criteria that led to their selection, an obligation that includes regular attendance at monthly chapter meetings and participation in chapter service projects. For more information regarding the selection process or membership obligations, refer to the NJHS By-Laws of Monomoy Middle School located in the school's office and on the school's website. In addition, please feel free to contact the NJHS advisors.

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The National Junior Honor Society
Monomoy Regional Middle School



Chapter Bylaws

The bylaws of the National Junior Honor Society are a constitutional mandate (Article XVI). Therefore, be it known that these bylaws conform to the guidelines and regulations for the National Constitution of the National Junior Honor Society of Secondary schools.

Article I: Name and Purpose

Section 1. The name of this chapter shall be the Monomoy Regional Middle School Chapter of the National Junior Honor Society of Monomoy Regional Middle School.

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, to generate a high regard for citizenship, and to encourage the development of character in students of Monomoy Regional Middle School.

Article II: Membership

Section 1. Membership in this chapter shall be known as active, honorary, and graduate. Active members become graduate members upon promotion to the next grade level. 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 Council and shall be based on the criteria of Scholarship, Service, Leadership, Citizenship, and Character.

Section 3. Eligibility:

1. Candidates eligible for election to this chapter must have completed 2 terms of grade 6 or grade 7 at Monomoy Middle School.
2. Candidates eligible for election to the chapter shall have a minimum cumulative grade point average of 3.87 or above. 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.

3. Upon meeting the grade level, attendance, and 3.87 GPA requirements, candidates shall then be considered based on their service, leadership, citizenship, and character.

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(s) shall be the sixth and seventh, non-voting, ex-officio members of the Faculty Council.

Section 2. Prior to selection, the following shall occur:

1. Students' academic records shall be reviewed to determine scholastic eligibility.
2. Students who are eligible scholastically ("candidate") shall be notified and asked to complete and submit the Student Activity Information Form for further consideration for selection.
3. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official evaluation form provided by the chapter adviser.
4. The school administration shall review each candidate's disciplinary record to ensure conduct is consistent with the ideals of NJHS and the expectations for good character: cooperative; demonstrates high standards of honesty and reliability; shows courtesy, concern, and respect for others; and maintains a generally clean disciplinary record.
5. 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 following the completion of the second term of the school year. *(Alternative or additional selection periods may be added.)*

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

Section 5. An active member of the National Junior Honor Society who transfers from this school will be given a letter indicating the status of his/her membership signed by the Principal or the Adviser.

Section 6. 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.

Article IV: Powers

Section 1: This chapter operates under the direction of and in full compliance with the National Constitution of National Junior Honor Society. 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, the Massachusetts National Junior Honor Society, 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. [For reference, see Article V, Section 1 of the National Constitution.]

Section 5: Nondiscrimination. the MRMS chapter of National Junior Honor Society 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, gender, and disability. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.

Article V: Obligation 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.

Article VI: 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. 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.

Section 3. 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.

Section 4. 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, including reports to the school committee on NJHS activities and functions.

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 and attendance records for meetings and be responsible for all official correspondence.

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

Section 8. 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.

Article VII: Meetings

Section 1. Regular meetings of this chapter shall be bi-weekly. Special meetings can be called by the president with approval of the adviser.

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

Section 3. Members are expected to attend all chapter meetings.

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 and promote its projects in a positive manner.

Article IX: Discipline and Dismissal of Members

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 Monomoy Regional Middle School 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.

Section 2. If a member's cumulative grade point average falls below the standard in effect when he/she was selected (minimum cumulative grade point average of 3.87 or above) 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.

Section 3. Violations of the law or school regulations can result in immediate consideration of the dismissal of a member (see Section 5 below). 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.

Section 4. 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.

Section 5. 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 6. In all cases of pending dismissal:

1. The member will receive **written notification** from the adviser/faculty council indicating the reason for consideration of dismissal.
2. 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.
3. 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.
4. The faculty council's decision may be appealed to the building principal and afterwards according to provisions of the school district discipline policies.
5. A member who is dismissed or resigns may never again be considered 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 X: Ratification, Approval and Review

Section 1: These bylaws will be approved upon receiving a two-thirds affirmative vote of all active members of the chapter, a majority affirmative vote of the Faculty Council, and approval by the administration.

Section 2: These bylaws shall be reviewed and, if necessary, revised within five years from the date of approval noted on this document.

ARTICLE XII: 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. The exceptions are Articles III and IX (selection and discipline), which are developed by the faculty council with the approval of the principal.

Approved on [Insert date]: (Indicate date of last approved revisions)

Signatures/Names of the Chapter President, Secretary, Adviser, and Principal.

The National Junior Honor Society
Monomoy Regional Middle School



May 5, 2017

Dear

Based on your high academic achievement, you have been selected as a candidate to apply for Monomoy Regional Middle School's chapter of the National Junior Honor Society.

Membership in the National Junior Honor Society is one of the highest honors that can be awarded to a middle school student. As NJHS seeks to recognize students who excel in the areas of scholarship, leadership, citizenship, character, and service, candidates for NJHS must recognize and acknowledge that induction is not just an honor - it is a call and a commitment to serve others.

Please take this opportunity to read the enclosed information. If you are interested in joining NJHS, you are invited to fill out the attached Student Activity Log to demonstrate your willingness to meet the required five standards: scholarship, leadership, service, citizenship and character. No student is inducted simply because of high academic achievement.

If you are interested in taking the next steps to join NJHS, here is a timeline of upcoming activities / expectations:

- **Lunch, Tuesday, May 9** - Meet with Mrs. Coy and/or Mrs. Botsford to hear more about the NJHS process. Eat your lunch during the first 15 minutes and then come to Mrs. Coy's room (B102) for a Q&A session.
- **Friday, May 19** - Turn in completed Student Activity Log
- **Friday, June 2** - Candidates selected to NJHS announced
- **Friday, June 9** - Induction ceremony begins at approximately 5:30 PM

Please consider taking the next steps toward becoming a member of the newly formed MRMS National Junior Honor Society!

Best regards,

Mrs. Coy and Mrs. Botsford

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Monomoy Regional Middle School

Student Activity Log

A member of the National Junior Honor Society is expected to demonstrate certain traits. You have already demonstrated scholarship by earning a cumulative GPA over two terms as a sixth or seventh grader of 3.87 or higher. By completing the Student Activity Log, you are voluntarily sharing information regarding the NJHS traits of service, leadership, citizenship, and character.

Please complete all sections of this log. Kindly use a pen and print clearly. The log **must** be signed by you **and** a parent or guardian. If you have any questions, feel free to ask your NJHS advisors, Mrs. Coy and Mrs. Botsford .

STUDENT NAME _____ GRADE ____ HR _____

Leadership Positions: List all elected or appointed leadership positions held in school, community, or work activities since you began 6th grade. You should include school teams, performance groups, and any extracurricular activities in which you were/are involved.

Service Positions: List organizations and activities for which you have volunteered your time to benefit others (do not include family). Provide examples of your willingness to volunteer, to take on tasks that benefit the school and/or community, and to assist others whenever called upon to do so.

Citizenship Efforts: List other community activities for which you have been a participant. These should be any activities outside of school in which you participated for the betterment of your community (religious groups, clubs sponsored outside your school, Boy or Girl Scouts, community art endeavors, etc.). Do not repeat participation activities already listed above.

I understand that completing and submitting this form does NOT guarantee selection to the National Junior Honor Society. I attest that the information presented here is complete and accurate. If selected, I agree to abide by the standards and guidelines of the chapter to fulfill all of my obligations to the best of my ability.

Student Signature (required)

Date

I have read the information provided by my son/daughter on this form and can verify that it is true, accurate, and complete.

Parent/Guardian Signature (required)

Date

*This page (front and back) must be filled out and signed, and returned by **May 19, 2017** if you wish to be considered for membership in NJHS.*

Student Activity Log

Please list any and all occasions you have had to demonstrate Leadership, Service or Citizenship.

STUDENT NAME _____ GRADE ____ HR _____

Date of activity	Name of Activity	Is this a Leadership, Service, or Citizenship activity?	Brief description of activity
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Add additional sheets as needed...

In addition to the above list, eligibility is also determined based on character as described below:
The student of good character is cooperative; demonstrates high standards of honesty and reliability; shows courtesy, concern, and respect for others; and maintains a generally clean disciplinary record.