

# **National Junior Honor Society (NJHS)**

Memorial Junior High School (MJHS) Magnus Meritus Chapter

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## **I. About the National Junior Honor Society**

The NJHS at Memorial Junior High School is an organization that promotes appropriate recognition for its students who reflect outstanding accomplishments in the areas of scholarship, leadership, character, service, and citizenship.

Students are eligible to apply for membership in NJHS in seventh and eighth grade provided they maintain a GPA of 3.4 for each quarter. In addition to academic excellence, selection for membership is based on exhibited leadership, willing to use talents and skills for the improvement of society. Selection for membership is by a faculty committee and is based on their assessments of the candidates' scholarship, leadership, character, service, and citizenship. Additionally, all teachers at MJHS are given the opportunity to provide feedback on prospective members. Each prospective candidate's conduct and behavior are also assessed. New members are inducted during an annual ceremony, usually held in early May.

## **II. The Bylaws of the Magnus Meritus Chapter of the National Junior Honor Society**

### *Article I: Name*

The name of this organization shall be the Magnus Meritus Chapter of the National Junior Honor Society in Lansing School District 158.

### *Article II: Purpose*

The purpose of this organization is to create enthusiasm for scholarship, to stimulate a desire to provide service to promote leadership, and to develop character in the students of Memorial Junior High School.

### *Article III: Membership*

The Faculty Committee will determine the selection for membership. Selection criteria will be outlined at a mandatory meeting for all applicants.

To be eligible for membership consideration, candidates must be in the seventh or eighth grades. Candidates must also have been in attendance at Memorial Junior High School for at least one semester. Students must have at least a 3.4 GPA for all grading periods. (Not averages) Additionally, potential members must meet high standards of leadership, character, service and citizenship. The Faculty Committee will assess applications from all candidates for membership. A student who is a member in good standing of the NJHS in a previous school is automatically a member of the Memorial Junior High School Chapter upon enrollment at Memorial Junior High School with documentation to support his/her NJHS status (i.e., a letter from former principal and/or NJHS Advisor, and NJHS certificate or NJHS card).

### *Article IV: Officers*

The officers shall include at least a president, vice president, secretary, and treasurer. Officers for the following year shall be nominated at a meeting of current seventh grade members of the NJHS. A simple majority of the votes cast shall be necessary to elect an officer of the chapter. Only current seventh grade members of the NJHS shall vote in the election of officers who will serve during the following year. The election will be conducted by secret ballot with each eligible member casting one vote.

The NJHS President shall preside over meeting of the chapter and delegate responsibilities of other officers with the assistance of the NJHS sponsors as appropriate.

The NJHS Vice President shall fill the role of the NJHS President in his/her absence. He/she is also responsible for the Annual Food Drive.

The NJHS Secretary shall keep the minutes of the meetings, and records of business, and record service hours with the assistance of the NJHS sponsors and documentation for all members in an efficient and accurate manner.

The NJHS Treasurer shall keep accurate financial records in conjunction with any fund raising done. This will include all receipts and disbursements of the chapter.

*Article V: Dues*

Dues are a significant source of income for NJHS. It is imperative that each member meets this obligation on time in order for NJHS to be able to pay for membership cards, decorations and refreshments for the induction ceremony as well as incidental expenses. Dues are \$5.00 per year for all members. New members will be required to pay these dues prior to the membership induction ceremony. Continuing members are required to pay their dues for the new school year by the October meeting. Failure to pay dues may result in cancellation of membership and dismissal from the NJHS.

*Article VI: Meetings*

Meetings shall be scheduled monthly. Members are required to attend all meetings. If an emergency arises and a member cannot attend a meeting, the member is required to inform the chapter advisor and provide a written excuse. Missing more than one meeting constitutes grounds for probation. Extenuating circumstances need to be addressed to the chapter advisor. Members are responsible for all information and policies presented at the meeting whether or not they were in attendance.

*Article VII: Service*

Each member shall be required to perform community service hours. Members must complete at least six (6) hours of approved community service per semester or a total of twelve (12) hours for the year. At least three (3) of these service hours should be directly related to and benefit Memorial Junior High School. Another three (3) service hours should relate to and benefit organizations outside of Memorial Junior High School. The remaining six (6) service hours for the year may be a combination of in-school and out-of-school service hours. A maximum of three (3) service hours will be accepted for any one activity. Service hours may carry over from semester to semester.

### **III. Membership**

#### **Criteria**

To be eligible for membership a student must be a member of the seventh or eighth grade at Memorial Junior High School. Sixth grade students are ineligible. In addition, students must have been in attendance at Memorial Junior High School for at least one semester.

The five basic criteria for membership in NJHS are outstanding scholarship, leadership, character, service, and citizenship.

A NJHS member may be placed on probation or dismissed if he/she fails to meet any of the criteria specified below. It is the duty of all members of the NJHS to uphold the highest standards of conduct and behavior both in and out of school.

1. Scholarship

Seventh and eighth grade students at MJHS having two grading periods with GPA of 3.4 shall be eligible and invited to apply for membership in NJHS.

2. Leadership

The number of offices a student has held in school or community organizations or role as a captain of a sports team is an important aspect of leadership. However, leadership also exists outside elected/appointed positions including effective

participation in other co-curricular activities. The following are some examples of a student who exemplifies leadership.

- a. Identifies issues and proposes solutions to problems.
- b. Promotes school activities
- c. Exercises influence on peers in upholding school ideals
- d. Maintains a positive attitude
- e. Seeks position of responsibility
- f. Is reliable and dependable

3. Character

A student of character demonstrates the following qualities:

- a. Honesty and integrity
- b. Respect for self and other
- c. Responsibility
- d. Fairness, compassion and caring
- e. Does the right thing even when not being observed

4. Service

Service is considered to be those actions that are done with or on behalf of others without any direct financial or material compensation. Service may include contributions to school, classmates, or to the community. A student who demonstrates service exhibits the following:

- a. Participates in some outside community activity, such as Girl Scouts, Boy Scouts, volunteers for the aged, poor, or disadvantaged, or volunteers at the Humane Society.
- b. Works well with other (team player) and is willing to take on difficult tasks without being asked.
- c. Cheerfully and enthusiastically renders any requested service for the school.

5. Citizenship

Both actions and attitudes are important for good citizenship. An aspect of good citizenship is a person's willingness to work hard to help his/her family, school, and community. Good citizenship shows caring and concern for vulnerable members of the wider community. Good citizenship is demonstrated by the following:

- a. Peacefully settling disputes
- b. Responsibility for family, school and community
- c. Treating others as one would like to be treated
- d. Respect for the U.S. Flag, the Constitutions of the U.S., and the Constitution of Illinois.
- e. Respect for one's parents and home
- f. Respect for others' views and beliefs
- g. Protects the environment
- h. Challenges injustice to make a positive difference

**Selection Procedures**

The advisors will determine who is eligible academically and invite those students to membership. The student will then be responsible for turning in all the Student Application Form by the determined deadline. No applications will be accepted after the deadline. The Faculty Committee will then process the applications and determine who will be admitted to the Memorial Junior High School chapter of NJHS. Induction will be during the month of March.

**IV. Service Requirements**

Service is considered to be those actions that are done with or on behalf of others without any direct financial or material compensation. Members must complete at least six (6) hours of approved community service per semester or a total of twelve (12) hours for the

year. At least three (3) of these service hours should be directly related to and benefit Memorial Junior High School. Another three (3) service hours should relate to and benefit organizations outside of Memorial Junior High School. The remaining six (6) service hours for the year may be a combination of in-school and out-of-school service hours. A maximum of three (3) service hours will be accepted for any one activity. Service hours shall not carry over from year to year; however, may carry over from semester to semester.

1. Some types of acceptable service are as follows:
  - a. Any activity approved in writing by the NJHS Chapter Advisor
  - b. Any volunteer work for any community agency, such as the Red Cross, a homeless shelter, residents of Senior citizens communities, civil defense, fire department, child care center, or church activity if it deals with a community function (e.g., caroling at a nursing home)
  - c. Tutoring at school
  - d. NJHS Induction Ceremony
  - e. Recycling drives
  - f. Volunteering at the library
  - g. Volunteering at MJHS school orientations
  - h. Volunteering at MJHS school open houses
  - i. Volunteering at Parent/Teacher conferences
  - j. Helping PTA at functions
  - k. Helping the school librarian
  - l. Assisting teachers and staff members at school

Keep in mind that the purpose of service is to expand you experiences with the school and wider community and its activities and to help those in need on a voluntary basis. Try to be creative. Service does not have to be one of the above if it is approved.

2. Some types of unacceptable service are as follows:
  - a. Any activity in which you are paid with money or favors, even if the job is in the acceptable category
  - b. Any activity in which you directly helping a family member, relative, or friend, such as babysitting
  - c. Attending church is not a service unless the particular function involves a community charity
3. Your service hours must be recorded and signed by the appropriate adult on the Service Hour Form. A relative cannot sign a service hour form.
4. **Service Projects** will be done throughout the school year within the school community. These hours cannot be used in conjunction with your personal service hours for NJHS or any other organization you may need service hours for.

## **VI. Discipline Policy – Probation and Dismissal**

Any member who falls below the standards that were the basis of selection (scholarship, leadership, character, service, and citizenship) shall be placed on probation by the MJHS NJHS Chapter Advisor and given a reasonable amount of time to correct the deficiency. In the case of flagrant violation of school rules (e.g., cheating) or civil laws a member does not necessarily have to be warned and may be brought up immediately for dismissal from NJHS. A student is allowed only one probationary period in his/her membership period, and a student may not be reconsidered for membership in the NJHS after being dismissed.

***In general, there are usually three causes for being placed on probation: falling below a 3.4 GPA, not completing required service hours; or not paying annual dues.***

**Falling below 3.4 GPA**

A NJHS member whose GPA is below the requirements for eligibility (falls below a 3.4) shall be put on probation by the NJHS Advisor. If the GPA is below a 3.4 after the next grading period, the NJHS member will be dropped from membership and notified in writing of his/her dismissal.

**Not Completing Required Service Hours**

At the start of each academic year, NJHS members who have not fulfilled their service hour requirements from the previous year will be notified in writing by the NJHS Advisor that they are on probation. Members will be given one month from the date of probationary notice to complete the required service hours. Failure to complete the service hours may result in dismissal from MJHS NJHS.

**Not Paying Annual Dues**

Dues are \$5.00 per year for all members. Dues are due in by the October NJHS meeting. Members who fail to pay their dues by the October meeting will be notified in writing by the NJHS Advisor that they are on probation. Member will be given one month from the date of probationary notice to pay the annual dues. Failure to pay dues may result in dismissal. New members will be required to pay these annual dues prior to the membership induction.