

**Glades Middle School
National Junior Honor Society**

Bylaws (updated 09/15)

While reading this document it is important to know that NJHS means National Junior Honor Society, GMS means Glades Middle School, GMS NJHS means the Glades Middle School chapter of the National Junior Honor Society, and member or members means those selected to be involved in this organization.

1. Selection

- a. Selection for membership is determined by the Advisor(s) and is determined based upon outstanding scholarship, character, service, and leadership.
- b. Membership is limited to members of the seventh and eighth grade class.
- c. Candidates must have been in attendance at Glades Middle School for at least one semester.
- d. The scholastic requirement for membership is a grade point average of at least 3.5.
- e. Eligible candidates shall be evaluated by the Advisor(s) on the basis of character, service and leadership as evidenced on the Candidate Selection Form.
- f. A National Junior Honor Society member who transfers from another school and brings a letter from the former principal or school advisor shall automatically be accepted as a member of the Glades Middle School chapter in accordance with the National Junior Honor Society Constitution.

2. Officer Selection

- a. Five (5) officers shall be elected by a majority vote of the membership. These officers comprise the Executive Council.
- b. These officers are: President, Vice President, Secretary, Treasurer, and Historian.
- c. Officers must be in the 8th grade in their year of service.
- d. Other committees may be appointed as deemed appropriate by the chapter advisers or the Executive Committee for the general operation of the chapter.

3. Officer Duties

- a. Officers should attend all functions whenever possible.
- b. If an officer misses three activities, including meetings, that officer may be dismissed and a replacement appointed by the Advisor(s).

- c. It is the responsibility of the chapter officers to:
 - i. Hold an Executive Committee meeting no less than two days before each National Junior Honor Society meeting.
 - ii. Plan and conduct all meetings in such a manner that members' time is well spent.
 - iii. Direct business affairs of the chapter.
 - iv. Coordinate committees and members appointed to help with projects or duties.
 - v. Plan and communicate community service projects with the Advisers.
 - vi. Make recommendations concerning bylaws, time and place of meetings, special projects, and member obligations to the Advisor(s).
- d. Specific duties of each officer are as follows:
 - i. President
 - 1. Maintain close communication with the Advisor(s).
 - 2. Preside at meetings.
 - 3. Serve as the main speaker for the induction ceremony.
 - 4. Maintain communication with the other officers.
 - 5. Coordinate activities.
 - 6. Complete any projects or responsibilities given to the office.
 - ii. Vice President
 - 1. Preside at meetings in absence of President.
 - 2. Serve as chairman of the telephone/email committee.
 - 3. Complete any projects or responsibilities given to the office.
 - iii. Secretary
 - 1. Take roll at all meetings.
 - 2. Take and post minutes of each meeting in an organized manner.
 - 3. Write thank you notes and other correspondences as needed.
 - iv. Treasurer
 - 1. Keep a running budget of available NJHS funds.
 - 2. Keep a running budget for all ongoing projects.
 - v. Historian
 - 1. Document through photos, etc. events of GMS NJHS.
 - 2. Make announcements about club activities/projects via morning announcements.

4. Active Membership

- a. All active members must attend regularly scheduled meeting as well as special meetings as designated by the Executive Committee.

- b. All active members are expected to check the GMS NJHS website on a regular basis. Schedules, announcements, etc. will be posted there.
- c. All members must regularly participate in designated community project(s).
- d. All members should participate in fund-raising, community service projects, collection drives, and other GMS NJHS activities.
- e. All active members must complete 10 hours of community service each nine weeks. Hours are to be documented on the appropriate form and turned in to an adviser on the last day of each nine weeks grading period. Failure to complete the form or turn it in on time may result in probation.
- f. Any member who misses more than one meeting in a nine weeks grading period will be placed on probation.
- g. The chapter advisor(s) are the only ones who may grant excused absences from activities.

5. Service Projects

- a. At least one project must be open to participation by the entire membership.
- b. The chapter will provide a variety of service activities to fulfill the requirements of the NJHS constitution.
- c. All projects must be pre-approved by the advisor(s) to receive service points.
- d. Mandatory projects require the approval of the GMS NJHS Advisor(s).
- e. When designating a project as mandatory, an alternate activity will be considered for those members, deemed by the Advisor(s), as having a valid excuse.

6. Probation

- a. Failure to maintain membership standards, which include but are not limited to meeting attendance requirements, timely completion and submission of service hours, and participation in mandatory activities, will result in probation of the member for one nine weeks grading period.
- b. If the member complies with all membership standards during the next nine weeks grading period, (s)he will automatically be returned to active status. **A member is only allowed to be on probation one time.**
- c. During the probationary period, if the member does not meet these standards, (s)he will be subject to dismissal.
- d. Members who do not maintain a 3.5 GPA will automatically be placed on probation. To be considered for reactivation they will need to improve their GPA status to a 3.5 or higher within the next nine weeks' grading period otherwise (s)he will be subject to dismissal.
- e. Any member receiving 2 or more teacher detentions during membership

period may be placed on probation.

- f. Any member receiving 1 or more office referrals during membership period may be placed on probation.

7. **Dismissal**

- a. A member may be dismissed from the Glades Middle School National Junior Honor Society for:
 - i. Failure to maintain the standards for selection or for failure to correct a probationary designation within one grading period.
 - ii. Flagrant violations of the school rules or civil law.
 - iii. Receiving 2 or more office referrals during membership period.

8. **Attitude**

- a. All GMS NJHS members are:
 - i. Expected to have a respectful relationship with all members of the school staff, the principal, and the GMS NJHS Adviser(s).
 - ii. Encouraged to be active in other organizations.
 - iii. Expected to be supportive of all school activities including but not limited to athletic events, concerts and performances, dress-up days, pep-rallies, and other special events.

9. **There are many benefits to being selected to be in the Glades Middle School National Junior Honor Society. Some of the benefits include:**

- a. Membership in a nationally recognized Honor Society
- b. Local recognition for outstanding achievement in scholarship, leadership, service, and character
- c. Chapter activities that provide students with opportunities to cultivate those ideals within themselves, their school, and their community
- d. Leadership training opportunities
- e. Programs that recognize students for their leadership and scholarship achievements
- f. Preparation for National Honor Society at the high school level (Please note that acceptance and/or participation in the Glades Middle School National Junior Honor Society does not guarantee selection for National Honor Society at the high school level.)