



National Junior Honor Society Mandarin Immersion Magnet School Chapter Constitution and Bylaws

The constitution of the National Junior Honor Society has been approved by and can be amended only by the National Council. It can be found in the National Junior Honor Society Handbook which is kept by the chapter advisor.

MIMS NJHS Chapter Bylaws

- I. **Meetings/Service Projects**
 - A. All members will meet once a month and/or on any other designated date and time. They will also meet for various service projects
 - i. Members will inform the chapter advisors of any reason for absence
 - ii. After two absences, member must meet with Faculty Council to explain non-participation, and may be subject to probation.
 - iii. Members will participate in service projects
 - iv. The chapter will undertake a minimum of one service project per year on campus.
 - v. Projects will be submitted to a vote of all members
- II. **Application and Admission**
 - A. MIMS Middle School students in Grades 7 and 8 may apply for admission to NJHS.
 - B. Students who apply must have a cumulative academic average of 93% for Cycle 1 and 2 report card grading cycles to receive consideration for admission.
 - C. A completed application and essay are additional required components for admission consideration.
- III. **Academic Requirements**
 - A. All members must maintain a cumulative average of 90% in his/her classes per grading cycle.
 - i. Failure to do so will result in being placed on probation for nine weeks
 - ii. If the member fails to bring academic average up to a 90% after the nine-week probationary period, the member may be dismissed.
 - B. All members must complete a Grade Report Sheet each grading period and return it to the club sponsor, on time, or be subject to disciplinary action.
- IV. **Member Probation/Dismissal**
 - A. Members must maintain the standards of scholarship, leadership, service, character, and citizenship that were used as the basis for their selection
 - B. Members receiving one discipline referral resulting in detention or suspension will be placed on probation. (9-week grading cycle)
 - C. Members who receive two discipline referrals in the school year will be subject to dismissal.
 - D. A member who has been dismissed may appeal the decision of the Faculty Council under the same rules for disciplinary appeals in the school district.
- V. **Chapter Officers**
 - A. Officers will be elected by the membership at one of the last meetings of the school year. All members wishing to run for office will be required to prepare and make a speech.
 1. **President:** Presides at all meetings and provides direction to members. The President is responsible for meeting with NJHS sponsor prior to all meetings on



the specified date. The President will attend all NJHS functions unless prior approval from the sponsor is received. Other duties can be given as necessary.

2. **Vice President:** Serves in the absence of the President. This officer is responsible for meeting with NJHS sponsor prior to all meetings on the specified date. The Vice President will attend all functions unless prior approval from the sponsor is received. Other duties can be given as necessary.
3. **Secretary:** Records attendance and proceedings of each meeting. The Secretary is also responsible for keeping NJHS records of each meeting and function. Per sponsor request, the Secretary will also be responsible for NJHS correspondence. The Secretary will attend all NJHS functions unless prior approval from the sponsor is received. Other duties can be given as necessary.
4. **Treasurer:** Keeps records of all financial matters. Will report al all NJHS members the monthly balance. The treasurer will attend all NJHS functions unless prior approval from the sponsor is received. Other duties will be given as necessary.

VI. Fundraiser

- A. Should Mandarin Immersion Magnet School NJHS decide to have a fund raiser, each member will participate. All monies will be used to benefit the members of this organization and their needs.

VIII. Rules of Succession

- A. If the President is dismissed from the NJHS, the Vice-President will take his/her place.
- B. If any other officer is dismissed, the council will elect a replacement.

IX. Faculty Council

- A. A Faculty Council made up of three Mandarin Immersion Magnet School faculty (excluding administration and club sponsors) will maintain and monitor all NJHS business. Their duties will be:
 - i. Vote on member probations and dismissals
 - ii. Review chapter bylaws annually
 - iii. Aid in the selection process of new members each year.

X. 2018-19 Schedule

- A. Service project(s) and/or fund raiser activity
- B. Second semester induction of new members (one per school year)
- C. Election and installation of officers for the school year