**Bylaws of the HBMS Chapter of the National Junior Honor Society**

**Article I: Name and Purpose**

**Section 1: Name**  
The name of this organization shall be the HBMS Chapter of the National Junior Honor Society (NJHS).

**Section 2: Purpose**  
The purpose of the HBMS Chapter of NJHS is to recognize and encourage academic achievement while developing other characteristics essential to citizens in a democracy. The NJHS chapter aims to promote scholarship, leadership, service, character, and citizenship among its members.

**Article II: Membership**

**Section 1: Eligibility**  
To be eligible for membership in the HBMS Chapter of NJHS, students must meet the following criteria:

* Be in grades 7 or 8.
* Have a cumulative GPA of 3.0 or higher.
* Demonstrate qualities of leadership, service, character, and citizenship.

**Section 2: Selection Process**

* Eligible students shall be invited to submit a written application.
* An advisory committee composed of three teachers and staff members will review applications and make recommendations based on the criteria set forth by the NJHS national guidelines.
* Final selection will be made by a majority vote of the advisory committee.

**Section 3: Dues**

* Membership dues, if any, shall be determined by the chapter’s executive committee and shall be collected at the beginning of each school year.
* Dues will be used to support chapter activities and initiatives.

**Article III: Officers**

**Section 1: Officers and Duties**  
The officers of the HBMS Chapter of NJHS shall be President, Vice President, Secretary, and Treasurer. Their duties are as follows:

* **President:** Preside over meetings, represent the chapter at official functions, and coordinate chapter activities.
* **Vice President:** Assist the President, assume the President’s duties in their absence, and oversee committees.
* **Secretary:** Keep minutes of meetings, maintain records, and handle chapter correspondence.
* **Historian:** Keep records of the chapter’s accomplishments. Maintain attendance records.

**Section 2: Election and Term**

* Officers shall be elected by a majority vote of the chapter members.
* Elections will be held annually in September.
* Officers will serve a term of one year, beginning in September and ending June.
* Members who are interested in being considered for an officer position will fill out the “intent to run” form. Then students will write a short essay, with no personally identifiable information inside, about what makes them qualified to become an officer of NJHS. Finally, members only will vote for the best essay for each open position and the candidate will be elected by an anonymous majority vote.

**Article IV: Meetings**

**Section 1: Regular Meetings**  
Regular meetings shall be held monthly on the assigned day of each month during the school year, according to the NJHS Calendar.

**Section 2: Special Meetings**  
Special meetings may be called by the President or by a majority vote of the chapter officers. Members shall be given at least three days’ notice of any special meeting.

**Section 3: Quorum**  
A quorum for any meeting shall consist of one-third of the chapter members.

**Article V: Committees**

**Section 1: Standing Committees**  
The following standing committees shall be established:

* **Service Committee:** Plan and oversee service projects.
* **Fundraising Committee:** Organize and execute fundraising events.
* **Publicity Committee:** Promote chapter activities and achievements.

**Section 2: Ad Hoc Committees**  
Additional committees may be formed as needed by the chapter officers or membership.

**Article VI: Amendments**

**Section 1: Proposal**  
Any member may propose an amendment to these bylaws. Proposals must be submitted in writing to the chapter officers.

**Section 2: Approval**  
Amendments must be approved by a two-thirds majority vote of the chapter members present at a regular meeting.

**Article VII: Discipline**

**Section 1: Grounds for Discipline**  
Members may be disciplined for failure to maintain the NJHS standards of scholarship, leadership, service, character, or citizenship.

**Section 2: Procedure**

* A member facing disciplinary action shall be given written notice of the reasons for the action.
* The member shall have the opportunity to respond to the charges.
* The advisory committee shall make a final decision regarding discipline, which may include suspension or removal from the chapter.

**Article VIII: Ratification**

**Section 1: Ratification**  
These bylaws shall be ratified by a majority vote of the chapter members and shall take effect immediately upon ratification.

**Section 2: Review**  
These bylaws shall be reviewed annually and updated as necessary.