National Junior Honor Society

Baines Middle School

Welcome! We would like to congratulate you on your outstanding academic performance. This is the first step in your application process to be inducted as a member of the National Junior Honor Society. To be considered for membership, you must complete the following. Pay careful attention to instructions and deadlines. We have included a Candidate Selection Rubric on how you will be evaluated.

**Student Activity Information Form.** This form is two pages long. This must be typed or printed neatly in blue or black ink. We recommend you make a copy of this form before you begin; you might make a mistake on the first try.

**Letter of Recommendation.** This must be a **one-page (250 words maximum)** letter from an adult who knows you well. The letter must include the person’s phone number and must be signed. This letter cannot be written by a Baines Middle School staff member or a relative. When requesting your letter, we recommend you ask the person to evaluate you on the five traits of NJHS: character, scholarship, leadership, service, and citizenship.

**Subjective Letter.** This letter must be typed and written in business letter format. This is a **one-page letter** (250 words maximum) in which you show how you currently represent the characteristics of NJHS—character, scholarship, leadership, service, and citizenship--and how you can use these qualities to contribute to the overall success of the organization.

**Teacher Evaluations/Teacher Signature Form.** You must have three seventh grade teachers complete a teacher evaluation form. Please allow your teachers time to complete this evaluation by giving it to them as soon as possible. The last day to give evaluation forms to your teachers is **Thursday, April 16**. **Don’t procrastinate!!!** As you give each teacher your evaluation, ask him or her to sign and date the appropriate box on the Teacher Signature Form verifying that they received it. Teachers will submit the recommendation forms directly to me, so you will **not** include them in the packet you turn in to us; however, you will include the Teacher Signature Form in your packet. An average of the three evaluation scores will determine your points earned for this category.

Keep all completed application materials in the envelopes you received from Ms. Smithson You will turn in all your paperwork together. Your complete file is due to Ms. Smithson on or before **Wednesday, April 22, 2015**. You will be given only one packet. If you lose any of the pages, you may find them on our NJHS website: http://bbmsnjhs.weebly.com/.

Make sure you follow all directions exactly and pay close attention to deadlines. If you do not turn in all pieces by these dates, then you will not be considered for membership. **No exceptions will be made!** Good luck. We wish you success in this and all your endeavors.

Ms. Smithson and Mrs. Flaxman

Co-Sponsors of BMS NJHS

National Junior Honor Society

Baines Middle School

 **Candidate Selection Rubric**

**Student Activity Sheet**

Minimum of one school activity each year (5th, 6th & 7th grade) 5 points

Minimum of one community activity each year (5th, 6th & 7th grade) 5 points

Minimum of one honor or award listed (5th, 6th **OR** 7th) 5 points

Additional activity listed in any of the three areas 5 points

**Total Points Possible 20 points**

**Subjective Letter**

Correct business letter format is used (one page; maximum 250 words) 5 points

Explain how you currently represent the characteristics of NJHS (1 point for each characteristic) 5 points

Explain how you can use your qualities to contribute to NJHS 5 points

Overall quality of writing 5 points

**Total Points Possible 20 points**

**Letter of Recommendation**

**Total Points Possible 5 points**

**Teacher Evaluations**

**Total Points Possible 25 points**

**Citizenship**

No referrals 10 points

1 minor referral (cell phone, tardy, etc) 5 points

2 minor referrals or 1 major 0 points

No “N” or “U” on 7th grade T1-T3 grading periods 5 points

One “N” on 7th grade T1-T3 grading periods 0 points

**Total Points Possible 15 points**

\*You must score at least 70 points to be selected for initiation into NJHS.

National Junior Honor Society

Baines Middle School

STUDENT ACTIVITY INFORMATION FORM

**Directions:** Please complete all sections. Do not be modest. Every bit of information can be used to assist with the selection process. COMPLETION OF THIS FORM DOES NOT GUARANTEE SELECTION. Be sure to include this in your completed packet with the required signatures.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Preferred Phone # for contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parents’ E-mail Address(es)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your e-mail address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(We send many reminders through email.)

I. School Activities:

A. List all activities in which you have participated in school. Include:

(1) school clubs such as Student Council, Spanish Club, Art Club, etc.

(2) school sports’ teams such as football, basketball, volleyball, etc.

(3) school activities such as Jump Rope for Heart, talent shows, etc.

B. If you held an elected or appointed leadership position in these activities, tell which position you held (secretary, team captain, etc).

C. Mark the grade you were in when you took part in these activities. These can include 5th, 6th, or 7th grade.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **School Activity** | **Leadership Position****(If any)** | **5th****Grade** | **6th Grade** | **7th** **Grade** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

II. Community Activities:

A. List any activities in which you participate outside of school. You may include church groups, clubs such as Boys or Girls Club, Boy or Girl Scouts, volunteer activities such as collecting money for charity, piano, gymnastics, dance, music groups, tutoring, etc.

B. Mark the year in which you participated in these activities.

|  |  |  |  |
| --- | --- | --- | --- |
| **Community Activity** | **5th****Grade** | **6th Grade** | **7th** **Grade** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

III. Recognition and Awards:

A. List any honors or awards that you have received which would support your bid to be selected for membership in the National Junior Honor Society. Examples include, but are not limited to: All A honor roll, A/B honor roll, perfect attendance, reading or writing award, sports’ awards, contest winner, church award, scouting award, etc.

B. Indicate the year in which you received the award and tell the group or activity you were involved with.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of Honor or Award** | **Group or Activity** | **5th****Grade** | **6th Grade** | **7th** **Grade** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

The information presented here is complete and accurate. I understand that completing this form does not guarantee selection to NJHS.

Student Signature Date

I have read the information provided by my child on this form and can verify that it is true, accurate, and complete in its presentation.

Parent Signature Date

National Junior Honor Society

Baines Middle School

**Dear NJHS Candidate:** As you give each teacher your evaluation form, ask him or her to sign and date the appropriate boxes. This will verify they received your evaluation on time.

**Prospective Member’s Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TEACHER SIGNATURE FORM**

|  |  |  |
| --- | --- | --- |
| **Class & Teacher** | **Date Received** | **Teacher Signature** |
|  |  |  |
|  |  |  |
|  |  |  |

National Junior Honor Society

Baines Middle School

**TEACHER EVALUATION**

**Teacher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has been invited to join the Baines Middle School chapter of the National Junior Honor Society. As membership is based on more than scholarship alone, we are asking that you take a few moments and rate this student in each of the following five categories. The behaviors listed below each trait are merely guidelines to help you determine if the student meets the criteria for each one. Please use your own best judgment. Thank you for your time.

 1 – Poor 4 – Above Average

 2 – Fair, Below Average 5--Excellent

 3 – Satisfactory, Average

**CHARACTER 1 2 3 4 5**

 Displays an understanding of right/wrong

 Makes appropriate choices

 Treats others with respect

**SCHOLARSHIP 1 2 3 4 5**

 Displays academic effort

 Appreciates value of education

 Maintains high expectations of self

**LEADERSHIP 1 2 3 4 5**

 Displays actions of role model

Leads by example

 Promotes school activities

**SERVICE 1 2 3 4 5**

 Displays willingness to help others

 Assists those around them

 Understands value of serving others

**CITIZENZSHIP 1 2 3 4 5**

 Upholds school rules

 Displays appropriate behavior

 Appreciates spirit of community

**Comments:**

**Please return to Mindi Smithson by April 22, 2013.**

National Junior Honor Society

Baines Middle School

**TEACHER EVALUATION**

**Teacher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has been invited to join the Baines Middle School chapter of the National Junior Honor Society. As membership is based on more than scholarship alone, we are asking that you take a few moments and rate this student in each of the following five categories. The behaviors listed below each trait are merely guidelines to help you determine if the student meets the criteria for each one. Please use your own best judgment. Thank you for your time.

 1 – Poor 4 – Above Average

 2 – Fair, Below Average 5--Excellent

 3 – Satisfactory, Average

**CHARACTER 1 2 3 4 5**

 Displays an understanding of right/wrong

 Makes appropriate choices

 Treats others with respect

**SCHOLARSHIP 1 2 3 4 5**

 Displays academic effort

 Appreciates value of education

 Maintains high expectations of self

**LEADERSHIP 1 2 3 4 5**

 Displays actions of role model

Leads by example

 Promotes school activities

**SERVICE 1 2 3 4 5**

 Displays willingness to help others

 Assists those around them

 Understands value of serving others

**CITIZENZSHIP 1 2 3 4 5**

 Upholds school rules

 Displays appropriate behavior

 Appreciates spirit of community

**Comments:**

**Please return to Mindi Smithson by April 22, 2013.**

National Junior Honor Society

Baines Middle School

**TEACHER EVALUATION**

**Teacher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has been invited to join the Baines Middle School chapter of the National Junior Honor Society. As membership is based on more than scholarship alone, we are asking that you take a few moments and rate this student in each of the following five categories. The behaviors listed below each trait are merely guidelines to help you determine if the student meets the criteria for each one. Please use your own best judgment. Thank you for your time.

 1 – Poor 4 – Above Average

 2 – Fair, Below Average 5--Excellent

 3 – Satisfactory, Average

**CHARACTER 1 2 3 4 5**

 Displays an understanding of right/wrong

 Makes appropriate choices

 Treats others with respect

**SCHOLARSHIP 1 2 3 4 5**

 Displays academic effort

 Appreciates value of education

 Maintains high expectations of self

**LEADERSHIP 1 2 3 4 5**

 Displays actions of role model

Leads by example

 Promotes school activities

**SERVICE 1 2 3 4 5**

 Displays willingness to help others

 Assists those around them

 Understands value of serving others

**CITIZENZSHIP 1 2 3 4 5**

 Upholds school rules

 Displays appropriate behavior

 Appreciates spirit of community

**Comments:**

**Please return to Mindi Smithson by April 22, 2013.**