

**Chapter Bylaws**  
**Business and Marketing Honor Society of New York State**  
**North Tonawanda Chapter**

**Article I**  
**Name**

The name of this organization shall be Business and Marketing Honor Society of New York State North Tonawanda Chapter.

**Article II**  
**Purpose**

The object and purpose of the organization, organized as a chapter of the Business and Marketing Honor Society of New York State (hereinafter referred to as BHS), are to:

- Promote and recognize academic achievement in business education at the secondary level;
- Foster and recognize leadership skills and character development;
- Help members grow ethically and socially by promoting and encouraging an interest in business; and
- Encourage member involvement in service learning initiatives.

**Article III**  
**Organization**

**Section 1.** The Business and Marketing Honor Society of New York State North Tonawanda Chapter (hereinafter referred to as “chapter”) is an organization operating in accordance with a charter granted by the Business Teachers Association of New York State.

**Section 2.** The administration of the chapter will be vested in the North Tonawanda City School District.

**Section 3.** The chapter will have officers who will be elected annually by the membership.

**Article IV**  
**Membership**

**Section 1. Active Members.** To qualify for active membership, a student must be a high school sophomore, junior or senior. The student must have completed or be currently enrolled in his/her first, second, or third business education course(s) respective to grade. The student must have a minimum standard GPA, as follows: business courses average – 90%; overall average – 85%. The active member must attend 80% of all chapter meetings per year to maintain current membership.

**Section 2. Selection.** Membership in the chapter is attained through a selection process coordinated by the local chapter board. Selection for membership is based on outstanding scholarship, character, leadership, and service. Members are expected to continue to demonstrate these qualities throughout their membership in the society. The selection procedure shall be determined by the local chapter board and shall be consistent with the bylaws of the BHS.

**Section 3. Induction.** Candidates become members when inducted at a special ceremony during their junior or senior year.

**Section 4. Transfer.** Any BHS active member who transfers from another school and brings a letter from his/her former principal or chapter advisor to this chapter's advisor shall be accepted automatically as a member in this chapter. Transfer members must meet the North Tonawanda Chapter's standards within one semester to retain membership.

**Section 5. Resignation and Dismissal.** Members who resign or are dismissed are not eligible for future membership or its benefits.

## **Article V**

### **Chapter Board**

**Section 1. Composition.** The chapter shall have a local chapter board with a minimum of five members.

**Section 2. Duties.** The local chapter board shall handle matters related to:

- Membership selection;
- Service learning approval and participation; and
- Discipline and dismissal issues

## **Article VI**

### **Chapter Advisor**

**Section 1. Chapter Advisor.** One business education teacher in the chapter shall be designated as the lead chapter advisor.

**Section 2. Duties.** The lead chapter advisor shall:

- Be responsible for the direct supervision of the chapter and act as a liaison between school staff members, students, and the community;
- Maintain files on membership, chapter history, activities, and financial transactions;
- Send the annual update to the Business Teacher Association of New York State as required;
- Review, on a regular basis, each member's compliance with honor society standards and obligations; and
- Help chapter officers understand and carry out their duties.

**Section 3. Term.** The lead chapter advisor may serve consecutive terms.

## **Article VII**

### **Chapter Officers**

**Section 1. Officers.** Officers of the chapter shall be a president, vice-president, secretary, treasurer, and historian.

**Section 2. Duties.**

- **President.** It shall be the duty of the president to preside at all chapter meetings; to preside over officer meetings; to make all necessary committee appointments including the designation of committee chairmen; and to be available, as necessary, in promoting the general welfare of the Business and Marketing Honor Society.
- **Vice-President.** It shall be the duty of the vice-president to serve in any capacity as directed by the president or the chapter advisor; to assist the chairmen of the committees; to accept the responsibilities of the office of president as occasions may demand; and to be available, as necessary, in promoting the general welfare of the Business and Marketing Honor Society.

- **Secretary.** It shall be the duty of the secretary to serve in any capacity as directed by the president or the chapter advisor; to record the proceedings of all chapter and officer meetings; and to be available, as necessary, in promoting the general welfare of the Business and Marketing Honor Society.
- **Treasurer.** It shall be the duty of the treasurer to serve in any capacity as directed by the president or the chapter advisor; to present any financial membership reports necessary for the chapter; and to be available, as necessary, in promoting the general welfare of the Business and Marketing Honor Society.
- **Historian.** It shall be the duty of the historian to serve in any capacity as directed by the president or the chapter advisor; to take pictures and keep a visual and written record of activities for the chapter; and to be available, as necessary, in promoting the general welfare of the Business and Marketing Honor Society.

**Section 3. Eligibility.** In order to serve as an officer, a member shall meet the GPA requirements as stated in Article IV.

**Section 4. Election.** Officers shall be elected by a majority vote of the membership at a chapter meeting held in October of each year.

**Section 5. Term.** Officers shall serve for a term of one year or until a successor is elected.

## **Article VIII**

### **Chapter Meetings**

**Section 1. Regular Meetings.** Each chapter shall have regular meetings during the school year on days designated by the executive committee and in accordance with school policy and regulations. The meetings shall be held on a bimonthly (2 times per month) basis.

**Section 2. Special Meetings.** The chapter president or other designated student leader may call special meetings approved by the chapter advisor.

## **Article IX**

### **Chapter Activities**

**Section 1. Events.** The chapter shall identify one or more service learning projects for each year.

**Section 2. Participation.** All members shall complete a locally determined number of hours of service learning participation through BHS.

## **Article X**

### **Discipline and Dismissal**

**Section 1.** Decisions about discipline and dismissal issues will be made in accordance with local school policies.

**Section 2.** The local chapter board, in compliance with the local school policies, shall determine the procedure for dismissal. A written description of the dismissal procedure shall be available to interested parties.

**Section 3.** Members who fall below the standards that were the basis for their selection shall be promptly warned in writing by the chapter advisor and given a reasonable amount of time to correct the deficiency, except that in the case of flagrant violations of school rules or the law, a member may not necessarily need to be warned.

**Section 4.** The local membership committee shall determine when an individual has exceeded a reasonable number of warnings.

**Section 5.** The Business Teachers Association of New York State shall hear no appeals in dismissal cases.

## **Article XI Amendments**

To amend these bylaws, the proposed amendment must be presented in writing by the member proposing the amendment change to the chapter president and chapter advisor at least ten days prior to the next regularly scheduled chapter meeting. The proposed amendment may be adopted by a two-thirds approval of the voting members.

Date: September 19, 2011

