

**National Business Honor Society**  
**Glen Rock High School Chapter**

**ARTICLE I**  
**NAME**

The name of this organization shall be NBEA National Business Honor Society of Glen Rock High School Chapter.

**ARTICLE II**  
**PURPOSE**

The object and purposes of the organization, organized as a chapter of the NBEA National Business Honor Society (hereinafter referred to as NBHS), are to:

- promote and recognize academic achievement in business education at Glen Rock High School ;
- 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 National Business Honor Society Glen Rock High School Chapter (hereinafter referred to as “chapter”) is an organization operating in accordance with a charter granted by the National Business Honor Society Governing Council.

**Section 2.** The administration of the chapter will be vested in Glen Rock High School.

**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 junior or senior. The student must have completed or be currently enrolled in their third business course. The student must have a minimum standard GPA, on a 4.0 scale, as follows: business courses average-3.5; overall average-3.0.<sup>1</sup>

**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 NBHS. Per

the NBHS national bylaws, membership in the society cannot be restricted to students who are members of a career/technical student organization.

**Section 3. Induction.** Candidates become members when inducted at a special ceremony.

**Section 4. Transfer.** Any NBHS active member who transfers from another school and brings a letter from their former principal or chapter adviser to this chapter's adviser shall be accepted automatically as a member in this chapter. Transfer members must meet the Glen Rock High School 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

**Section 1. Advisers.** All business education teachers at Glen Rock High School must be current NBEA members at the time of chapter application and remain paid, continuous NBEA members.

**Section 2. Chapter Bylaws.** The chapter shall maintain bylaws which are consistent, but not in conflict, with the NBHS national bylaws.

**Section 3. Annual Renewal.** The chapter shall pay an annual renewal fee determined by the national governing council.

**Section 4. Dues.** The annual individual member dues paid to the chapter shall be 0.00.

**Section 5. Annual Update.** The chapter shall submit the annual chapter renewal fee and an annual update form developed by the national governing council providing all information requested by a deadline date established by the national governing council.

## ARTICLE VI CHAPTER BOARD

**Section 1. Composition.** The chapter shall have a local chapter board with a minimum of five board members composed of: *business teachers, administrators, and academic teachers*.

Students are not allowed to serve on the local chapter board.

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

- A. Membership selection;
- B. Service learning approval and participation; and
- C. Discipline and dismissal issues.

## ARTICLE VII CHAPTER ADVISER

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

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

- A. be responsible for the direct supervision of the chapter and act as a liaison between school staff members, students, and the community;
- B. maintain files on membership, chapter history, activities, and financial transactions;
- C. submit the annual chapter renewal fee to the NBHS national association as required by the deadline date established by the NBHS Governing Council;

- D. send the annual update form to the NBHS Governing Council as required by the deadline date established by the NBHS Governing Council;
  - E. review, on a regular basis, each member's compliance with National Business Honor Society standards and obligations;
  - F. help chapter officers understand and carry out their duties; and
  - G. ensure that all business teachers remain current, professional members of NBEA.
- Section 3. Term.** The lead chapter adviser may serve consecutive terms.

## ARTICLE VIII CHAPTER OFFICERS

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

**Section 2. Duties.**

- A. **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 National Business Honor Society.
- B. **Vice-President.** It shall be the duty of the vice-president to serve in any capacity as directed by the president or chapter adviser; 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 National Business Honor Society.
- C. **Secretary.** It shall be the duty of the secretary to serve in any capacity as directed by the president or chapter adviser; to record the proceedings of all chapter and officer meetings; and to be available, as necessary, in promoting the general welfare of the National Business Honor Society.
- D. **Treasurer.** It shall be the duty of the treasurer to serve in any capacity as directed by the president or chapter adviser; to present any financial membership reports necessary for the chapter; and to be available, as necessary, in promoting the general welfare of the National Business Honor Society.

**Section 3. Eligibility.** In order to serve as an officer, a member shall be elected by 2/3 majority of the members.<sup>2</sup>

**Section 4. Election.** Officers shall be elected by a majority vote of the membership at a chapter meeting held in May.<sup>3</sup>

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

## ARTICLE IX CHAPTER EXECUTIVE COMMITTEE

**Section 1. Composition.** The local executive committee shall consist of the officers of the local chapter and the chapter adviser.

**Section 2. Power and Authority.** The executive committee shall exercise general supervision of the affairs of the chapter between its regular meetings, make recommendations to the chapter, and determine and perform such other duties as are specified in these bylaws. All actions and

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recommendations of the executive committee shall be subject to the review of the chapter membership.

**Section 3. Duties.** The executive committee shall have the responsibility for ensuring that chapter activities and procedures follow school policy and regulations.

## **ARTICLE X CHAPTER MEETINGS**

**Section 1. Regular Meetings.** The 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 monthly basis during the school year.

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

## **ARTICLE XI 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 National Business Honor Society or other local chapter board approved organizations.

## **ARTICLE XII 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 rules and regulations of the National Business Honor Society and 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 adviser and given a reasonable amount of time to correct the deficiency. 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 national governing council and NBEA shall hear no appeals in dismissal cases.

## **ARTICLE XIII PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the proceedings of the chapter in all cases to which they are applicable and in which they are not inconsistent with these bylaws, any special rules of order that the society may adopt, any rules of the National Business Education Association, the National Business Honor Society national bylaws, and any statutes applicable to this organization that do not authorize the provision of these bylaws to take precedence.

**ARTICLE XIV  
AMENDMENTS**

To amend these bylaws, the proposed amendment must be presented in writing by the member proposing the amendment to the chapter president and chapter adviser 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 15, 2022