



Business Professionals of America

Middle Level Division

Bylaws

Amended May 5, 2019

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MIDDLE LEVEL DIVISION BYLAWS

Preamble

With the identification of business, information technology, and office occupations as an area of career and technical education, it has become necessary to provide student group experience for students enrolled in business education programs.

Leadership development through student groups can be effective in strengthening career and technical education for business, information technology, and office occupations. It is deemed essential that:

1. There be established a career and technical student organization to serve the needs of those students enrolled in initial, refresher, or upgrading business, information technology, and/or office occupations related educational programs.
2. This organization is an integral part of the career and technical education curriculum preparing students for business, information technology, and office occupations.
3. The organizational pattern facilitates the use of existing student organizations as an integral part of the education pattern for business, information technology, and office occupations as established in law and regulation.
4. This organization provides a means for individual state organizations to participate as members of a national student organization serving the career and technical educational needs of students enrolled in business, information technology, and office occupations and to encourage ongoing participation in the Secondary Division of Business Professionals of America.

ARTICLE I - NAME

The name of this organization shall be "Business Professionals of America" and shall be referred to as the "Middle Level Division".

ARTICLE II - PURPOSE

- The purposes of this organization are:
- To assist local chapter members in leadership and development.
- To unite in a common professional bond without regard to race, creed, sex, disability, age, sexual orientation or national origin of students enrolled in classes with business employment as their objective.
- To develop leadership abilities through participation in career and technical education, civic, recreational, and social activities.
- To assist students in establishing realistic employment objectives.
- To create enthusiasm for learning.
- To promote high standards in ethics, workmanship, and scholarship.
- To develop the ability of students to plan together, organize, and implement activities and projects through the use of the democratic processes.
- To foster an understanding of the functions of labor, entrepreneurial, and management organizations in the American free enterprise system.
- To develop competent, assertive leaders in business.
- To develop and strengthen members' confidence in themselves and their work.
- To provide satisfactory social and recreational activities.

- To foster practical application of business skills through competition while encouraging ongoing participation in the Middle Level Division of Business Professionals of America.

ARTICLE III - FEDERATION

Section 1. Business Professionals of America Middle Level Division is an organization of State Associations, each operating in accordance with a charter granted by Business Professionals of America, Inc.

Section 2. The administration of Business Professionals of America Middle Level Division will be vested in the Board of Trustees of Business Professionals of America, Inc.

ARTICLE IV – ORGANIZATION

The association of any state or territory of the United States may be chartered as a member of Business Professionals of America, Middle Level Division upon approval of the Board of Trustees of Business Professionals of America, Inc. No state shall have more than one chartered association.

ARTICLE V - MEMBERSHIP

Section 1. The membership year shall be September 1 through August 31. The Board of Trustees shall establish annual dues for each membership classification.

Section 2. The association of any state or territory of the United States may be chartered as a member of Business Professionals of America Middle Level Division upon approval of the Board of Trustees of Business Professionals of America, Inc.

Section 3. A State Association will consist of the chapters located within a state, and each chapter will consist of student members.

Section 4. The Business Professionals of America Middle Level Division will recognize memberships only through any state, territory, or school chapter that is chartered by Business Professionals of America, Inc.

Section 5. Classes of Membership

There shall be two classes of membership.

- A. Active members.** Shall be students enrolled in a middle level business, office education, career/technical, and/or information technology education program as approved by that state. An active member must pay dues as established by Business Professionals of America, and will be eligible to participate in national award programs, or to otherwise represent his/her state in national Business Professionals of America affairs approved by the Board of Trustees of Business Professionals of America, Inc.
- B. Advisor members.** Members may include advisors, teacher-coordinators, teacher-educators, and supervisors; employers and/or training station sponsors of business, office education, and/or information technology education students; advisory committee members; and others willing to contribute to Business Professionals of America growth and development. Advisor members will

pay dues as established by Business Professionals of America, but will be ineligible to serve as a national voting delegate or hold national office.

Section 6. Application for Membership.

Any chief state officer in business and/or office education and/or the person designated by the career and technical division of the state department of education or state board of career and technical education and/or the Business Professionals of America Board of Trustees, upon petition from states/foreign countries where official bodies have not acted upon designee, may apply for membership in Business Professionals of America, Inc. Each state must submit a letter to the National Center requesting the issuance of a charter for the appropriate division of the State Association. Such letter shall include a copy of the constitution and bylaws of the State Association and a charter fee as determined by the Board of Trustees. The Business Professionals of America Executive Director will notify the person making application of the findings.

An individual chapter from a non-affiliated state may request issuance of a charter by submitting a letter to the National Center. The letter shall include a copy of the constitution and bylaws of the chapter, and a charter fee as determined by the Board of Trustees.

Section 7. States in Good Standing.

Individual State Associations will be considered in good standing if they meet the following requirements each school year: have active local chapters of Business Professionals of America, pay national dues as required, and file such reports and records as the Board of Trustees may require.

ARTICLE VI - VOTING

State Associations who are members of Business Professionals of America Middle Level Division will not be engaged in voting at the National Leadership Conference.

ARTICLE VII - OFFICERS

The Middle Level Division will not elect National officers.

ARTICLE VIII - MEETINGS

A National Leadership Conference shall be held each year, with the time and place to be selected by the Board of Trustees of Business Professionals of America, Inc. The National Leadership Conference shall be the official annual meeting of Business Professionals of America Middle Level Division.

ARTICLE IX - ADVISORS

Section 1. The individual responsible for career and technical business education or other designated person of any state affiliated with Business Professionals of America, Inc. and/or the official designated state or regional advisor will be responsible for that State Association as described in the Articles of Incorporation. Each teacher and/or teacher coordinator of business, office education, career/technical, and/or information technology education will serve as advisor of his/her Business Professionals of America chapter.

Section 2. Advisory committees to assist national Business Professionals of America growth and development may be appointed as deemed necessary by the Board of Trustees of Business Professionals of America, Inc.

ARTICLE X - FINANCES

Section 1. State Associations will be responsible for national dues according to the number of individual members claimed in each membership classification, times the amount established for that classification.

Section 2. The Board of Trustees will control all Business Professionals of America finances and will furnish an annual audit to each chartered State Association.

ARTICLE XI - LOGO AND COLORS

Section 1. Colors are navy blue, tan, and red.

Section 2. The official Business Professionals of America emblem is the shield which represents the aims and objectives of the organization.

Section 3. The official Business Professionals of America flag emphasizes the logo, tagline, and colors.

ARTICLE XII - PARLIAMENTARY AUTHORITY

The current edition of *Robert's Rules of Order Newly Revised* will be the governing parliamentary authority for all meetings.

ARTICLE XIII - AMENDMENTS

These bylaws may be amended by a two-thirds vote of the Corporate members at the annual Business Professionals of America, Inc. meeting held in conjunction with the annual National Leadership Conference, provided that:

1. the amendment has been presented in writing by the State Association proposing the amendment to all State Associations of Business Professionals of America Middle Level Division, and the Business Professionals of America Executive Director on or before December 15 preceding the National Leadership Conference; and
2. the Executive Director has presented the proposed amendment to the Board of Trustees of Business Professionals of America, Inc. no less than ninety (90) days prior to the National Leadership Conference; and
3. the Board of Trustees has approved the amendment and the Executive Director has announced its approval by the Board of Trustees and has posted the proposed amendment on the Business Professionals of America Web site no less than thirty (30) days prior to the National Leadership Conference.

Last Amended May 5, 2019