

CONSTITUTION  
OF THE  
BUSINESS PROFESSIONALS OF AMERICA,  
MONTANA ASSOCIATION

ARTICLE I – NAME

The name of this organization shall be the “Business Professionals of America, Montana Association.”

ARTICLE II – PURPOSES

The purposes of this organization are:

1. To unite in a common bond without regard to race, creed or national origin, the students enrolled in a program for preparation for immediate and gainful business and office employment as their objectives.
2. To assist students in establishing realistic training and employment objectives in business and information technology fields.
3. To develop leadership, scholarship, workmanship, and community service abilities through participation in career and technical education, community, and social activities.
4. To assist local chapters and their members in the growth and development of these purposes.

ARTICLE III – ORGANIZATION

Section 1: The Business Professionals of America, Montana Association is an organization of local chapters of business and information technology education programs in the State of Montana. Each program which meets the requirements for state approval from the Office of the Superintendent of Public Instruction, Division of Career, Technical and Adult Education may apply for a chapter charter to have its chapter affiliated with the state chapter which in turn is associated with the Business Professionals of America, Montana Association. Each local chapter at the Montana State Leadership Conference in March 1988 shall be considered a charter chapter.

Section 2: The Business Professionals of America, Montana Association may be composed of two divisions: a secondary division, and a post-secondary division.

Section 3: The administration of the Montana Business Professionals of America, Montana Association shall be vested in the State Executive Board, which shall be composed of state officer team

president(s), regional, state and national representatives, and the executive secretary of the association.

#### ARTICLE IV – MEMBERSHIP

- Section 1: The members of the Business Professionals of America, Montana Association shall be Chartered Chapters of the State Association.
- Section 2: Local chapter memberships which shall be recognized by the Business Professionals of America, Montana Association are:
- (a) Active Members: These shall be students enrolled or previously enrolled in a career and technical business and information technology program, which is approved by the Office of Public Instruction. An active member must pay state and national dues as established respectively by the Business Professionals of America, Montana Association and the Business Professionals of America, National Association, and will be eligible to hold state office and participate in state and national activities of their respective divisions.
  - (b) Honorary Members: Honorary membership may be extended to any individual making a contribution to the field of career and technical business and information technology education or to the organization. Bestowal of honorary memberships must be approved by the State Executive Board.

#### ARTICLE V – DUES

- Section 1: Local chapters may set dues appropriate for their own chapter and according to the rules of their respective schools.
- Section 2: State and national dues shall be paid by all members except honorary members.
- Section 3: State dues may be revised annually by a 2/3-majority vote of the State Executive Board.
- Section 4: State and national dues are to be forwarded to the National Office by each of the local chapters and are due in accordance with state and national policy.
- Section 5: Control of the financial activities for the State Business Professionals of America, Montana Association, shall be vested in the State Business Professionals of America Executive Board of Directors, consisting of a member from each region, the Montana **Secondary** CEAC representative, **the Montana Postsecondary CEAC representative, the State Officer Coordinator**, and any member(s) of the National Business Professionals of America Board of Trustees. The State Business Professionals of America Executive Board shall employ a State Business Professionals of America Montana Association Financial Officer. The financial

officer will deposit in a bank approved by the state Executive Board all monies received and shall furnish to the State Executive Board a record of all such collections, deposits and withdrawals. Payment of State Business Professionals of America, Montana Association monies shall be by checks only as authorized by the State Executive Board. All checks must be signed by two or three persons designated by the State Executive Board for legal signatures, consisting of two State Executive Board members and the association financial officer. The financial officer shall keep a record of all receipts and payments and shall furnish a financial statement to the State Executive Board whenever requested.

#### ARTICLE VI – OFFICERS AND ADVISORS

- Section 1: The elected state officers of the secondary division shall consist of a President, a Vice President, a Secretary, a Membership Director, a Communications Director, and a Public Relations Director.
- Section 2: The term of office shall be for one year.
- Section 3: In the event that a state officer is unable to complete his/her term of office, the State Executive Board and the state advisor or designee may appoint his/her replacement.
- Section 4: The State Specialist of Business & Marketing Education will be responsible for the program of activities of the State Association. That person may designate one or more individuals to serve as State Business Professionals of America, Montana Association Advisor and to assume the active administration of the State Business Professionals of America program of activities.

#### ARTICLE VII – VOTING

- Section 1: Local chapters shall exercise their voting privilege through voting delegates. If a chapter has one designated voting delegate, that delegate may cast two votes.
- Section 2: The number of voting delegates shall be determined according to the following formula:
- (a) Secondary Division: Each chapter shall have two (or an equal number of) voting delegates.
  - (b) Post-secondary Division: One delegate for being a chartered Business Professionals of America, Montana Association affiliated chapter plus one additional delegate for each ten members over the first ten members or major fraction (5) thereof of dues paid members with a maximum of five (5) delegates.
- Section 3: The above designated voting delegates shall transact business relating to their respective divisions and shall meet as a whole when transacting business relating to the entire state organization, or at regional meetings.

March 2002  
Revised

- Section 4: State officers shall be elected by a majority of the voting delegates present in their respective divisions (secondary and post-secondary) at the Delegate Assembly of Business Professionals of America of the Montana Association.
- Section 5: In voting for state office candidates, voting shall be by secret ballot.
- Section 6: National Voting Delegates shall be selected by the state advisor and state officers.

#### ARTICLE VIII – MEETINGS

- Section 1: The Business Professionals of America, Montana Association Leadership Conference shall be held annually with the time and place to be selected by the state advisor or a representative appointed by the State Specialist of Business & Marketing Education. This State Leadership Conference shall be the official annual meeting of Business Professionals of America, Montana Association.
- Section 2: The State Executive Board of the Business Professionals of America, Montana Association shall be empowered to call special meetings.
- Section 3: Parliamentary procedure of all meetings will be governed by Robert's Rules of Order, Revised.

#### ARTICLE IX – EMBLEM AND COLORS

- Section 1: The emblem of the Business Professionals of America, Montana Association shall be a shield and quill shaped design as described and protected from infringement by Patent, as filed with the United States Patent Office. The wearing of this emblem will be governed by the Business Professionals of America, Montana Association and National Business Professionals of America.
- Section 2: The colors of the Business Professionals of America, Montana Association shall be navy blue, tan and red.

#### ARTICLE X – AMENDMENTS

- Section 1: This constitution may be amended by a two-thirds majority vote of the total authorized voting delegates present, providing this represents 51 percent of local Business Professionals of America, Montana Association chapters, at any annual State Leadership Conference of Business Professionals of America, Montana Association, provided that a written copy of the proposed amendment(s) has been placed in the hands of each member of the State Executive Board at least (30) days before the Annual Leadership Conference. A copy of which shall be published by the state advisor prior to the Annual Leadership Conference. The State

March 2002  
Revised

Executive Board shall exercise the responsibility to correct the proposed amendment but not to alter its purpose.

#### ARTICLE XI – RULES, REGULATIONS, AND POLICIES

- Section 1: Such rules, regulations, and policies as deemed necessary in the proper conduct of this organization shall be adopted by the State Executive Board between state conferences. Such rules, regulations, and policies must be published and made available to the membership through chapter advisors and publications.
- Section 2: Rules, regulations, and policies may give further clarification and/or definition to this constitution, but shall not be adopted which are contrary to this constitution.
- Section 3: The duties of the President, Vice President, Secretary, Membership Director, Communications Director and Public Relations Director shall be those usually performed by these officers.
- Section 4: The State Executive Board Chair and the state advisor or designee shall appoint such temporary committees as are deemed necessary to carry out the association programs.