

AzHOSA Local Chapter Constitution

Article I-Name

The name of the organization shall be the Basha High HOSA Chapter of the Arizona Health Occupations Students of America. The acronym BHS-HOSA may be used to designate the organization.

Article II-Purpose

The purposes of the Basha High chapter of AzHOSA, Inc. will be to:

- A) Promote health science/careers education.
- B) Build the confidence of students in themselves and their work by providing opportunities to assume responsibilities and by developing occupational competencies and social skills that lead to realistic choices of careers and successful employment in the health care field.
- C) Promote organizational communication with professional groups, businesses, industries, and other organizations.
- D) Further develop a respect for health careers education, which will contribute to occupational competence.
- E) Recognize individual achievement in scholarship, occupational skills or services rendered by providing recognition and awards.
- F) Promote awareness of current health care issues, environmental concerns and survival needs of the community, the nation and the world.
- G) Promote programs and activities that develop physical, mental, leadership, citizenship, ethical practice, and the dignity of work for health career students.

Section 1-Membership Requirements

- A) HOSA is a national organization of chartered associations operating in accordance with a charter granted by AzHOSA, Inc.
- B) Members shall be students who are or who have been enrolled in the medical professions program.
- C) Five members and one advisor shall constitute a chapter.
- D) All members of the local chapters shall be members of the state and national associations.
- E) These local Bylaws will coincide and will no way conflict with AzHOSA, Inc.
- F) Required to be present and an active participant at a minimum of at least 2/3 of chapter functions.

Section 2-Types of Membership

- A) **Active Division:** shall be students enrolled in or previously enrolled in in the medical professions course at the high school. An active member must pay dues as established by this local chapter and the state and the national associations and shall be eligible to represent this chapter in a local, regional, state, and national AzHOSA Activities and any designated events.
 - 1. **Secondary Members** are high school students enrolled in the medical professions course

AzHOSA Local Chapter Constitution

- B) Associate Division: shall be a member associated with or participating in the professional development of AzHOSA, Inc. as approved by the state association. Associate members shall pay dues as established by the local, state and national associations, but are not eligible to serve as a voting delegate, hold office or otherwise represent AzHOSA.
1. Professional Members shall be health professionals or other adult members in education and/or the community who wish to assist and support the AzHOSA organization.
 2. Alumni Members shall be former active chapter members who are in good standing with their chapters and wish to remain in the AzHOSA organization.
 3. Honorary Membership shall be a persons making significant contributions to the development of AzHOSA and/or rendering outstanding service to the organization. These members are awarded membership by the chapter.

Article IV-Dues and Finances

Section 1-Student and Professional Dues

- A) The national organization chapter dues shall be forwarded to national. The National Office shall forward the portion of the dues required for state membership to the state office.
- B) Student membership dues shall be \$16.00 per year, of which \$10.00 is for the National HOSA dues, and \$6.00 shall be for AzHOSA dues.
- C) Professional membership dues shall be a discretion of current council.

Section 2-Finances

- A) The fiscal year of the AzHOSA chapter shall be September 1st through August 31st.
- B) A financial audit shall be made and reported at the annual chapter meeting.

Article V-Officers, Elections, and Duties

Section 1-Officers

- A) The officers of the chapter shall be President, Vice-President, Secretary, Treasurer, Historian/Reporter, and Sergeant at Arms/Parliamentarian.
- B) Vacancies on the officer team shall be filled by executive council.

Section 2-Election of Officers

- A) Election of officers shall be held annually.
- B) Elections shall occur at a general meeting.

Section 3- Duties of Officers

- A) President
 - a. Works closely with chapter advisor(s).
 - b. Develops meeting agenda with assistance of Executive Council.
 - c. Presides over and conducts meetings according to accepted parliamentary procedure.

AzHOSA Local Chapter Constitution

- d. Calls special meetings.
 - e. Appoints committees and serves as ex-officio member of each committee.
 - f. Represents the chapter and organization at special functions.
 - g. Coordinates organization efforts by maintaining communications.
 - h. Keeps organization work moving in a satisfactory manner.
 - i. Displays enthusiasm and a good attitude and projects good image.
- B) Vice-President
- a. Assists the President.
 - b. Oversees all committees.
 - c. Presides at meetings in the absence of the President.
 - d. Is prepared to assume duties and responsibilities of the President, in case of an emergency.
- C) Secretary
- a. Recording officer of the chapter.
 - b. Keeps minutes of meetings.
 - c. Keeps and responds to all official chapter correspondence.
 - d. Sends and posts meeting notices.
 - e. Counts and Records rising votes.
 - f. Keeps permanent records.
 - g. Cooperates with the treasurer in keeping an accurate membership roll and issues membership cards to current members.
 - h. Presides at meetings in the absence of presiding officers.
 - i. Provides the following at each meeting:
 - i. Secretary's book and minutes of previous meeting
 - ii. Lists of committees and committee reports.
 - iii. Copies of local and state Bylaws.
 - iv. Copy of the official HOSA handbook.
 - v. Copy of master calendar of events.
- D) Treasurer
- a. Assists with deposits and disbursements of the chapter funds.
 - b. Collects dues and assists with state and national dues.
 - c. Assists in preparing an annual budget of estimated receipts and expenses.
 - d. Assists with the financial records.
 - e. Devises appropriate ways and means of financing activities.
 - f. Cooperates with the secretary in keeping accurate membership role.
 - g. Assists in the preparation of financial statements and reports.
 - h. Reports financial information at meetings.
 - i. Assists with annual audit.
- E) Reporter/Historian
- a. Prepares new articles for publication and/or broadcast.
 - b. Contacts local newspapers regarding chapter events.
 - c. Files clippings and pictures of activities and keep a scrapbook.
 - d. Assists with planning and arranging exhibits.
 - e. Assists in maintaining a chapter HOSA bulletin board.
 - f. Arranges for chapter participation in local radio and/or television program.
- F) Parliamentarian/Sergeant at Arms

AzHOSA Local Chapter Constitution

- a. Assists in the capacity of arbitrator in matters of parliamentary procedure during meetings.
- b. Assists the presiding officer in answering any request for ruling on procedures.
- c. Keeps parliamentary procedure resources available.
- d. Helps in maintaining order at and HOSA function and general meetings.

Article VI-Parliamentary Authority

Section 1-Parliamentary Procedures

- A) The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern the chapter meetings in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, and any special rules that may adopt.

Article VII-Meetings

Section 1-General Meetings

- A) General meetings for the Basha High HOSA chapter shall be held on a regular basis according to the agenda. However no restrictions are set on meeting days.

Section 2-Executive Council

- A) The Executive Council shall meet prior to regular scheduled meetings to plan the agenda for the general meeting.

Section 3- Special Meetings

- A) Special meetings shall be called as necessary by the desired committee with the permission of the chapter advisor, president, and vice-president.

Section 4-Quorum

- A) A majority of the membership present shall constitute a quorum.
- B) Two-thirds of the Executive Council shall constitute a quorum.

Article VIII-Committees

Section 1-Standing Committees

- A) The standing committee of Basha High HOSA shall consist of the following and which will be defined by the executive council.
 - a. Fundraising
 - b. Community Service/Professional Development
 - c. Membership
 - d. HOSA Activities
 - e. Advertising
- B) Special Committees (ad hoc) may be established as needed with 1/3 signatures consisting of members present at the meeting and in the addition with the approval

AzHOSA Local Chapter Constitution

- C) of the President. A failure to receive a signature from the President, the Vice-President and the Treasurer may sign to establish.

Section 2-Committee Meetings

- A) Committee meetings shall be called at the discretion of each committee chairperson. Minutes to be submitted to Executive Council for approval. The next general meeting, the committee chairperson shall present.

Article IX-Emblem, Colors, and Motto

Section 1- Emblem

- A) The official chapter emblem shall be the National HOSA organization. Subject to change by Executive Council.
B) The emblem and design are described in the National HOSA handbook.

Section 2-Colors

- A) The official colors of HOSA are navy blue, maroon, and white.
a. Navy Blue: Loyalty to the healthcare profession
b. Medical White: Purity of purpose
c. Maroon: Compassion of HOSA Members

Section 3-Motton

- A) The official HOSA motto is "The Hands of HOSA Mold the Health of Tomorrow".

Article X- Bylaws

Section 1-Adoption and Amendment of the Bylaws

- A) These Bylaws and amendments shall be adopted by the majority of the members present.
B) Amendments of these Bylaws shall be submitted in writing at a general meeting and shall be voted at the following general meeting. A 2/3 vote of the members present shall be required for adoption.

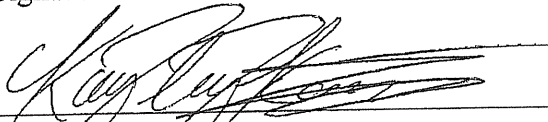
Article XI-Dissolution

Section 1-Dissolution

- A) Upon the final dissolution of the Basha High HOSA chapter and the final satisfaction of all outstanding obligations and liabilities, the remaining assets will be disbursed in accordance with the school district reulations.

To whom signs this document amends the constitution to act in accordance with the Basha High Chapter HOSA:

Signatures:


Name

President
Position

Ashley Johnson
Name

Secretary
Position

Rachul Popany
Name

Treasurer
Position

Theresa
Name

Vice President
Position

Elaina Wusstig
Name

Historian/Reporter
Position

Lynda Fairhead
Name

Sergeant of Arms
Position

Mary Mangar
Name

Sponsor/Advisor
Position

Basha High School AzHOSA
2011-2012 Chapter Officers

President: Kayley Koontz
Email: Kayley.koontz@gmail.com

Vice President: Theresa Asta
Email:

Treasurer: Rachel Popowych
Email: rachelpopowych@gmail.com

Secretary: Ashley Johnson
Email:

Historian/Reporter: Elaina Wusstig
Email: ewusstig@gmail.com

Sergeant at Arms/Parliamentarian: Krysta Alexander
Email: krysta.alexander@gmail.com

HOSA MEMBERS

ARRINGTON, KENDALL

ASTA, THERESA

BOURNE, KELSEA

BRATSET, ALEXANDRIA

BRIM, KELBY

BRUGMAN, RACHEL

DAHLSTRAND, CHRISTINA

FASSINGER, ALLISON

FRANCO, JAZMINE

GALE, HALEY

GRACIA, GRISELDA

HEALY, COLIN

HOSSELE, KAITLIN

HOWELL, ABIGAIL

KAYE, CARISSA

JONES, MARISA

KESSE, KRISTEN

KOONTZ, KAYLEY

KUSZAJEWSKI, ELIZABETH

LEON, ELVIA

MACK, ANTOINETTE

MANSON, CHRISTY

NALL, DYLAN

NOLAN, KELLY

POPOWYCH, RACHEL

ROBINSON, SHARON

ROMO, KACEY

SABIN, ABBEY

SAKALA, NDEKELA

SALAS, STEPHANIE

SANCHEZ, CELESTE

SCHMIDT, MAKENNA

SHUMWAY, SAMANTHA

SMITH, BRAD

VAN DAMME, SHELBY

WALKER, EMILY

WUSSTIG, ELAINA

YEPEZ, MARISOL

ZALESKI, NADIA

PINEDA, SAMANTHA

ZAMORA, DIAMOND

PINEDA, VANESSA

Basha High School HOSA 2011-2012

Program of Work

<p>August</p> <p>Meetings: Discuss projects for the year</p>	<p>September</p> <p>Meetings: Homecoming carnival booth T-Shirt: place order Officer Training <i>Interview</i></p>
<p>October</p> <p>Meetings Carnival</p>	<p>November</p> <p>Meetings Begin planning for JDRF fundraiser Guest Speakers</p>
<p>December</p> <p>Meetings Volunteer Work</p>	<p>January</p> <p>Meetings Fundraiser Guest Speakers</p>
<p>February</p> <p>Meetings Fundraiser</p>	<p>March</p> <p>Meetings Guest Speakers Volunteer Work</p>
<p>April</p> <p>Meetings Guest Speakers</p>	<p>May</p> <p>Meetings: Elect officers for 2012-2013</p>