

XII. STUDENT GOVERNMENT

Active participation in Student Government is encouraged at Fairfield Prep. The Student Government, with the advice and approval of the Director of Student Activities, guides and coordinates student activities and assists in the proper functioning of the various class governments. The Student Government is the student body's representative voice.

Fairfield Prep Student Government By-Laws

Article 1 - Name

Section 1. It is hereby set forth that the name of this organization shall be called the Student Government of Fairfield College Preparatory School.

Article 2 - Purpose

Section 1. The purpose of this organization is as follows:

- Foster unity among the student body.
- Provide for student input on administrative decisions.
- Provide funds for student groups and/or clubs that demonstrate need.
- Advocate concerns.
- Plan and operate student social activities that promote school spirit and enthusiasm among the student body.

Section 2. This Constitution provides a way for each student to have a say in the decision making process of Student Government.

Section 3. The Student Government shall be the core organization in the decision making and policy setting unit for Fairfield College Preparatory School students.

Article 3 -Membership

Section 1: These officers will be determined by the vote of the rising sophomore, junior and senior representatives in May, following their election for the following year.

Section 2. All students involved with Student Government must maintain a cumulative Grade Point Average (GPA) of 2.00 on a 4.00 scale. If a representative's GPA falls below 2.00, he will be given a probation period of one academic quarter as assigned by the Advisor. If at the end of this probation period the student has not raised his GPA to 2.00 or higher, the Advisor, the Executive Officers, and the Director of Student Activities will determine whether the student will be dropped from Student Government.

Section 3. The Student Government shall obtain and keep the voting records and tallies from all elections of Student Government members. These records shall only be accessible to The Executive Board of the Student Government and faculty advisors, and no other student.

Section 4. When a member is expelled from the Student Government, a replacement may be nominated according to the next highest vote getter from the previous Student Government election. He must then be approved by a majority of the Student Government body. Upon approval of the Student Government and consent of the appointed student, he shall begin his term immediately. This member shall serve the remainder of the current term.

Section 5. Students considered for membership shall be capable of executing the responsibilities of membership. These responsibilities shall include but are not limited to:

- Regular attendance at all general Student Government meetings.
- Attendance at all grade level caucus meetings of which the student is a member.
- Responsible for reporting and representing the thoughts and ideas that are generated from the student body.

Section 6, Student Government members are expected to act as leaders and role models in and outside of the Prep Community.

Members who are not representing the Student Government and Fairfield Prep in a positive manner may be expelled at the discretion of the Director of Student Activities and the Student Government Moderators.

Article 4 – Student Government Officers

Section 1. The offices of this Student Government shall be President (elected from the Senior Class), Vice-President, Secretary, Project Manager, and Director of Communications (elected from the Junior and Senior class representatives)

Section 2. Duties of Officers: –

President - The President shall be the Chief Executive Officer of the Council. The President shall:

- Uphold the Constitution of the Student Government of Fairfield College Preparatory School.
- Preside at all regular and special meetings.
- Appoint all committees of the Student Government.
- Be in charge of direct communication between the council and the administration of the school.
- Oversee all official Student Government functions.
- Prepare the agenda for the next meeting and have it available for the Executive Officers two days prior to the scheduled meeting, except for emergency meetings when this is impossible.
- Assume such other duties as are generally associated with this office. The President is expected to attend and support all Student Government activities.

Vice-President – The Vice-President shall:

- Uphold the Constitution of the Student Government of Fairfield College Preparatory School.
- Perform the duties of the President in his absence.
- Assist the President in all functions and perform such other duties as are generally associated with this office.

- Serve as an honorary member of all Student Government Committees and assist the Chairperson with the work of the committee. (It will be the responsibility of the Vice-President to see that committees meet and complete assigned tasks.)
- Have the minutes of each meeting posted for the viewing of the students, faculty, and administration two days after the corresponding meeting.
- The Vice-President is expected to attend and support all Student Government activities.

Secretary – The Secretary shall:

- Uphold the Constitution of the Student Government of Fairfield College Preparatory School.
- Keep an accurate record of all the minutes of regular and special meetings of the Student Government.
- Call the roll of and keep an accurate record of the attendance at all Student Government meetings.
- Handle all official correspondence and keep a Student Government file with records of agenda and minutes of all meetings.
- The Secretary is expected to attend and support all Student Government activities.

Project Manager- The Project Manager shall:

- Uphold the Constitution of the Student Government of Fairfield College Preparatory School.
- Organize and oversee various Student Government sponsored events and/or projects.
- Ensure that all events are adequately staffed with members of Student Government
- Projects may include but are not limited to: The Recycling Project, The 9/11 Memorial Service, Mixers, and Spirit Week.

Director of Communications- The Director of Communications shall:

- Uphold the Constitution of the Student Government of Fairfield College Preparatory School.
- Advertise all Student Government events.
- Keep the Student Government section of the Fairfield Prep website updated.
- Make announcements to the student body when necessary.

Section 3. Executive Officers shall compile a final report to be given by the outgoing President to the incoming Executive Officers. Contained in this report will be the following:

- Activities Report (a summary of all activities performed by the general Student Government during the course of the past school year).
- Secretarial Report (consists of all the Government agenda prepared by the Executive Officers and minutes for the past year).

Article 5 – Election of Officers and Representatives

Section 1. Elections for the Student Government will be held yearly. Juniors, sophomores, and freshmen will constitute the electors.

Section 2. Freshman class officers and representatives will be elected in the same fashion after the end of the first marking term of their freshman year.

Section 3. No student on Academic or Disciplinary Probation will be allowed to run for any office.

Section 4. Elections will be held, online, on the Fairfield Prep web site or during homeroom after a brief period of campaigning by the candidates.

Section 5. Should a vacancy occur within the Student Government the vacancy will be filled by vote of the class from which the vacancy occurred subject to the eligibility requirements stated in Section 3.

Section 6. Any student who wishes to put his name on the ballot may do so by obtaining twenty-five (25) Fairfield College Preparatory School student signatures from students in their class on a prescribed petition. In addition, each candidate's petition must have the signatures of five (5) teachers to be eligible to run for office.

Section 7. Each candidate for the offices must present a platform to the student body stating their reasons for running, qualifications, and their plans for the coming year.

Section 8. The elections for class representatives will be held on the first Tuesday in the month of April.

Section 9. In May, the fifteen (15) newly elected members of the Student Government will elect the five executive officers of Student Government.

Article 6 – Attendance

Section 1. A member of the Student Government must regularly attend all general Student Government meetings. A member of Student Government is allowed 2 unexcused absences or 5 total (excused and/or unexcused) absences per semester. The third unexcused absence, or the sixth total absence will lead to expulsion from the Student Government until the next election, at which point that student can run again. It will be the responsibility of the Secretary to keep an accurate record of the attendance at all Student Government meetings. If the Secretary is absent, this becomes the responsibility of the present Executive Officers.

Section 2. All members are required to be at the decided meeting place of the Student Government by 2:45 PM. If a member arrives later than 2:40 PM, it will count as a tardy, unless the highest-ranking Student Government Officer decides otherwise, at his discretion. Two tardies will count as one absence.

Section 3. The Secretary of the Student Government shall keep an accurate record of attendance at every meeting of the Student Government body. This record shall be freely accessible to Student Government Officers if they wish to view it. The Secretary shall also be required to have an accessible list of the names and homerooms of all student government members.

Section 4. Once the election of new Student Government Officers has occurred, Senior Student Government members are no longer bound to the attendance standards established in this document.

Section 5. All members are required to participate in the Paper Recycling Project at Fairfield Prep when it is the responsibility of the Student Government to collect and dump the recycling bins. The previous stipulation regarding unexcused absences for meetings mentioned in Article 6 Section 1 applies here. For example, two unexcused absences from a Student Government meeting and one unexcused absence from the recycling bin collection will result in expulsion from Student Government. Excused absences do not apply to this stipulation.

Section 6: Members of the Student Government must assist with the sale of tickets for any Student Government sponsored events and help with any preparation necessary for these events when asked by the Executive Officers, Advisors, or the Director of Student Activities.

Article 7 - Dismissal of Members

Section 1. A member will be dismissed if he has 8 total absences from Student Government meetings and work assignments, including recycling or other work assignments.

Section 2. The Student Government can, by a two-thirds (2/3) majority vote, censure or dismiss any member who discredits Prep or the Student Government through his actions.

Article 8 – Meetings

Section 1. The first meeting shall be held the week following the election of the Executive Officers.

Section 2. The Student Government shall meet every Friday of each month that school is in session. The officers and advisor may, at their discretion, plan more or less frequent meetings if the amount of business to be transacted seems to warrant such action.

Section 3. The President will conduct an Executive meeting consisting of all Executive Officers and Advisors every Monday before the Thursday meeting. The purpose of this meeting is to establish an agenda for the corresponding Student Government meeting.

Section 4. Special meetings shall be called by the President upon request of any officer, council member, advisor, or the Director of Student Activities.

Section 5. Representatives and Student Government Officers other than the President may vote on motions. The President may not vote, except in case of a tie.

Section 6. Grade level meetings, composed of grade level representatives, shall be held when representatives, advisors, or the Director of Student Activities deems a meeting is necessary.

Section 7. A Student Government quorum shall consist of three-fourths (3/4) of the members of the total Student Government and shall be a prerequisite to conducting any formal business.

Article 9 - Amendments

Section 1. Amendments to this Constitution must be presented to all Student Government members in printed form at a meeting. A three-fourths (3/4) vote of the Student Government will be required to amend this document. The vote to amend will take place at the next regular weekly Student Government meeting.

Article 10 - Finance

Section 1. The use of any funds from the Student Government Treasury must be approved by a majority of the general Student Government.

Article 11 – Parliamentary Authority

Section 1. In all matters not specifically expressed in this Constitution, the parliamentary authority shall be Robert's "Rules of Order", Revised.

Section 2. In all matters not specifically expressed in this Constitution, the decision of making the correct interpretation shall be at the discretion of the President of the Student Government.

Article 12 – By-Laws

Section 1. This document shall become effective upon the three-fourths (3/4) vote of the Student Government and the approval of the Advisor, President of the school, and Principal of the school.

Section 2. Student Government members shall inform the homerooms of the business and activities carried on in Student Government.

Section 3. In any issues, the Student Government representatives shall vote according to the majority wishes of the class that he represents.