


# BONNEY LAKE HIGH SCHOOL

## Associated Student Body Constitution

Updated: Thursday, February 21, 2019

# Constitution

Preamble ..... 3

Article I: Identification ..... 3

Article II: Membership and Activity Types ..... 3

Article III: ASB Offices, Criteria and Duties ..... 4

Article IV: ASB and Class Senate Elections ..... 8

Article V: Amending the Constitution ..... 10

Article VI: Principal's Authority ..... 11

Article VII: Powers of the ASB ..... 11

Article VIII: Impeachment ..... 11

Article IX: Replacement of Executive Officers or Class Senate Member(s) ..... 12

Article X: Ratification ..... 12

# By-Laws

Article I: Major Office ..... 13

Article II: Parliamentary Procedure: ..... 13

Article III: Quorum ..... 13

Article IV: ASB Meetings ..... 13

Article V: Sports Teams, Clubs and Activities ..... 13

## Preamble

We, the Associated Student Body of Bonney Lake High School, in order to promote school pride, loyalty and spirit; foster cooperation and unity among staff, students, parents, and the community; develop understanding of self-government and democratic ideals; encourage and support participation in school activities, hereby accept this constitution.

## Article I: Identification

1. The association shall be known as the Associated Student Body of Bonney Lake High School or "ASB of BLHS".
2. The school's mascot shall be the "Panthers".
3. The school's colors shall be Black and Teal, and the secondary/accent colors are Silver and White.
4. The school's ASB logo will be .
5. The ASB's Mission statement is:
    a. To build a culture where people treat their peers equality, want to serve others, be involved, and are excited to come to school every day. We want to create an atmosphere where everyone knows they belong.
6. The ASB's values are our Panther POWER values:
    a. Perseverance,
    b. Ownership,
    c. Work Ethic,
    d. Engagement and
    e. Respect.

## Article II: Membership and Activity Types

### Section I

All students enrolled in Bonney Lake High School shall be members of the Associated Student Body. All members shall be eligible to vote in ASB elections. Those students purchasing an ASB card shall be considered card members.

### Section II

Card membership privileges:

1. Eligibility to run for and hold any office in the student government.
2. Participate in functions sponsored by the ASB at reduced prices.
3. Participate in ASB sponsored athletics, clubs or organizations.
4. Allow students to earn Panther Points for prizes and awards.

### Section III

1. There are two types ASB Activities

a. Sponsored – Sports, clubs or activities that use ASB monies for the purpose of fundraising, competing, and spending money for various activities.
b. Non-Funded - Sports, clubs or activities that do not use any money through an ASB Account.

2. Students who wish to participate in Bonney Lake High School ASB sponsored activities (i.e. sports and clubs) must purchase an ASB card therefore becoming card members.

### Section IV

In the event a student cannot afford an ASB card, he/she may be granted one by special arrangement through the ASB Bookkeeper at a reduced price.

## Article III: ASB Offices, Criteria and Duties

### Section I- Criteria

The following criteria must be met to remain an ASB Executive, Class Senator or Coordinator.

1. 2.8 cumulative G.P.A. (with Adviser discretion)
2. No special exemptions will be granted if taking Core Leadership will have an immediate impact on credits for graduation or for college admittance. Core Leadership is a required class for all ASB Officers.
3. No pattern of unexcused absences (excluding field trips and other school sponsored activities)
4. No out of school suspensions and no regular disciplinary referrals
5. Card member of Bonney Lake High School ASB
6. ASB Executives and Class Senators must be full time on-campus BLHS students and ASB Coordinators may be part time on-campus BLHS students during their term of office, if they can attend Core Leadership and it will not affect their ASB position
7. Students who are removed from and ASB Council are ineligible to run for an ASB/Class Senate office for one school year.
8. ASB Executives, Class Senators and ASB Coordinators are expected to attend the ASB Retreat/Overnighter.
    a. Financial concerns should be discussed with the ASB Adviser.
    b. Certain exemptions shall be granted by the ASB Adviser with enough notice.

### Section II- Branches of Government

ASB will consist of the following branches:

- Executive
- Senator
- Coordinator
- Representative

**ASB Council:**

1. The ASB Council will consist of the Executive Officers, Class Senators and ASB Coordinators. These members are granted voting rights on ASB financial decisions and ASB-related items during ASB council meetings.
2. ASB Council Meetings must include the ASB Executive Officers and at least ONE Class Senator from each grade. It also must include the ASB Event Coordinator. Other council members may attend. ASB Council Meetings must be held weekly as designated by the ASB Adviser.

**Executive Officers:**

The Executive Officers shall consist of the ASB President, ASB Vice President, ASB Treasurer, ASB Secretary and ASB Public Relations Officer. All Executive Officers officers will be required to take Core Leadership.

**Class Senators:**

Their respective grade level classmates will elect class Senators during ASB Class elections. They shall share all duties equitably amongst each other. Their duties include conducting grade level class activities and business.

**ASB Coordinators:**

(Appointment, Non-Elected Position) Each coordinator position will be created by the needs of the Executive Officers. Each year the number and types of Coordinator positions will be determined by the outgoing Executives Officers with approval from the ASB Adviser. The Executives Officers and Adviser have the decision making power to decide the number of coordinators required for permanent coordinator positions and for additional/temporary positions, as they feel necessary. This may vary by year or even semester.

**ASB Representatives:**

ASB Representatives include Sports Captains of all sports and Club Presidents. If a sports captain, for the following year or season, has not been selected, the head coach will designate one representative to attend meetings. ASB Representatives are not required to take the Core Leadership class, but are required to attend monthly open ASB meetings.

## Section III- ASB Officer Positions

**ASB President**

The President shall be recognized as head of the Associated Student Body. It shall be the duty of the President to preside over all Executive Officers meetings and ASB assemblies; know parliamentary procedures; establish special committees and appoint the chairpersons thereof; represent Bonney Lake High School in community affairs and receive all matters pertaining to student affairs and create agendas for Executive Officers meetings. A.S.B President must be of senior status during term of office.

**ASB Vice President**

The Vice-president shall know all presidential duties and assume them in the absence of the President, assist the President at all times, organize and run ASB Representative meetings, oversee all committees, assure that all committee heads are prepared to report. When a permanent vacancy occurs in the office of President, the Vice-president

shall succeed to the powers and duties thereof. ASB Vice President must be of senior status during term of office.

### ASB Treasurer

The Treasurer shall oversee all spending of ASB funds in accordance to state law. It is a duty of the Treasurer to prepare a financial report for each meeting, keep accurate records, oversee the records of all ASB sponsored activities and fundraisers. They should assist in the development of the annual ASB budget. ASB Treasurer must be of at least junior status during term of office.

### ASB Secretary

The Secretary shall record and circulate all proceedings of the formal ASB meetings. It is a duty of the Secretary to read the minutes at each meeting, being prepared to relate the exact wording of any motion made. These minutes should be kept as a permanent record to aid future council meetings and fulfill state law. It shall also be her/his duty to maintain all ASB files. ASB Secretary must be of at least junior status during term of office.

### ASB Public Relations Officer

The Public Relations Officer shall assist the president in public appearances; work with Administration and district Director of Public Relations in matters pertaining to the school and community. Public Relations Officer is responsible for correspondence such as, thank you notes, letters of request, praise, regret or apology and all necessary invitations along with communication between ASB and the staff and student body in regards to ASB meetings and functions. When requested the Public Relations Officer shall represent Bonney Lake High School as a member of Youth Council, SPLASC and at all school board meetings and be a liaison between the students of BLHS and the school board. The Public Relations Officer must be of at least junior status during term of office.

### Class Senators

Each graduating class will elect four (4) class officers, which will form grade level senates. Class Senators will oversee all matters pertaining specifically to their class. All Senators must be the status of the graduating class they represent. The Class Senators will work out an equitable rotation system and will alternate attending ASB Council meetings.

## Section IV - Coordinator Positions

### Tech Coordinator

The Technology Coordinator will be responsible to aid in the promotion and implementation of ASB events. They will focus on using audio and video technology to support and enhance ASB events, committees, and organizations. They are responsible to film specified ASB events, and use video and audio editing software effectively to create professional multimedia presentations. All media content created by the Technology Coordinators is subject to direction, revision, and approval by ASB Executive Officers, the ASB Adviser, and/or the committee for which the media content is being made. In addition this position's duties may include and are not limited to; running any technology related tasks at ASB events such as the sound board,

slideshows, videos, visuals up on projector, livestreaming etc. This position is open to Sophomores, Juniors, and Seniors.

**Events Coordinator**
The Event Coordinator shall attend all ASB meetings. The Event Coordinator shall be responsible for creating and maintaining a permanent record of all ASB sponsored activities, organization and athletic accomplishments. They will need to keep a record of all school activities with guidelines and helpful hints from those who have previously planned them, for all those who plan them in the future. The ASB Event Coordinator must be of at least sophomore status during term of office.

**Social Media Coordinator**
The Social Media Coordinator is responsible for keeping, managing, and creating all social media platforms for Bonney Lake High School. They will be in charge of keeping all social media passwords and usernames confidential. Only the ASB Adviser is able to give out the information required for each account. The Social Media Coordinator is responsible for keeping the student body updated on events and important dates throughout the school year. As new accounts are created the Social Media Coordinator is responsible for writing down the necessary information, to access the account, and giving it to the ASB Adviser. All posts and communications must be approved by the ASB Adviser prior to distribution.

**Panther Points Coordinator**
Panther Points is a medium to track, encourage, and reward student attendance at all school sponsored extracurricular events and participation in events during the school year. The Panther Points Coordinator is responsible for assigning students to be present at an assigned activity scanning student ASB cards. They are to create a calendar with all activities at the beginning of each month. They will organize rewards each quarter in tandem with ASB Adviser. The Panther Points Coordinator is also responsible for contacting sponsors and gathering donations for the Panther Points Winners at each quarter.

**Spirit Coordinator**
The spirit coordinator will be responsible for planning all spirit days, and special themed school days. They will also be in charge of working with the ASB council in promoting the upcoming spirit events. They are responsible for promoting and organizing spirit for outside of school activities (i.e. clubs, sports etc). It will also be encouraged for the Spirit Coordinator to work with the school's designated spirit squad (i.e. Cheer, Drill and Band).

**Assembly Coordinator**
The Assembly Coordinator is responsible for planning all assemblies related and or assigned to ASB. Assembly coordinator is also responsible for directing every event and participating person in the assembly. They will be required to participate as head of every assembly committee, but may assign specific duties as needed to the other committee members. They must be able to be present at every assembly run through and actual assemblies. In order to hold this position one must have previous experience within ASB.

**Running Start Coordinator**
The Running Start Coordinator is responsible for communicating and being the liaison to all non-full time BLHS students. These students include, but are not limited to: Running Start, Peirce County Skill Center, Late Arrival or Early Release, Home Schooled, and any other type of student who many not attend full time at BLHS. Communication includes sending digital or print messages to students about events or activities, changes in schedules and sending other important information to these students who may miss it because they are not at school full time. This position also requires the Running Start Coordinator to send and receive feedback to or from these students and report it to the ASB. The Running Start Coordinator must be a running start student, but also must be enrolled in the ASB Core Leadership Class during 4th period. They must fulfill all requirements that all of the other officers have to fulfill including time commitments.

**Additional/Temporary Coordinators**
These position's titles and duties will be decided upon on a yearly (or semester) basis, as to be determined by the Executive Officers and ASB Adviser.

# Article IV: ASB and Class Senate Elections

## Section I
ASB elections will be held at a time to be determined by the ASB Adviser and Administration.

## Section II
Each card member of the A.S.B who wishes to run for a position of ASB office or Class Senate must attend the appropriate candidate orientation meeting and then submit a completed application to the Election Committee where they will declare the office they are running for by the assigned date. All Executive Officer Positions will run on a separate tickets (Updated 2/19/19). Coordinators will submit completed applications and will be interviewed by the outgoing Executive Officers.

## Section III
In order to qualify to run for any ASB office, Class Senate or Coordinator Position, the following criteria must be met the year of the elections:

1. 2..8 cumulative G.P.A.
2. No pattern of unexcused absences (excluding field trips and other school sponsored activities)
3. No out of school suspensions and no regular disciplinary referrals
4. Must achieve 80% of possible points on teacher (current year) evaluations. Students who hold a leadership position in a club or sport must also have coach/Adviser evaluation(s). Advisers of candidates holding a current office in an ASB sponsored activity should complete the teacher evaluation form.
5. Card member of Bonney Lake High School (or SSD/DSD middle school) ASB
6. If you are running for ASB President, you must have been in an ASB position during any time in your high school career.

7. An ASB Executive Officer or Class Senator must be a full time on-campus BLHS student during their term of office and Coordinators may be part-time on-campus BLHS students during their term of office, if they can attend Core Leadership and it will not affect their ASB position.
8. Students who are removed from and ASB Council are ineligible to run for an ASB/Class Senate office for one school year.
9. All ASB Executive Officers are expected to attend Mt. Baker Leadership Camp.
    a. Financial concerns should be discussed with the ASB Adviser.
    b. Certain exemptions shall be granted by the ASB Adviser with enough notice.
10. The above criteria will be within Adviser's discretion

## Section IV

The Election Committee will be formed with ASB Executive Officers members not running for re-election, ASB Adviser(s), and an administrator. The election committee will review each potential candidate's application to make sure each candidate meets the requirements.

## Section V

Elections shall take place after candidate screening according to criteria in Section III. Campaigning for office shall take place adhering to criteria established by the ASB Adviser and Election Committee.

## Section VI

There will be one general election in which the ASB Executive Officers shall be elected. Class Senate elections will occur after general ASB elections. Coordinator position interviews will be held following general ASB elections. The ASB Executive Officers will be elected first, Class Senators second and ASB Coordinators last. The ASB Adviser shall assume responsibility for running the elections and tabulating the results. Voting and results shall be supervised by the ASB Adviser.

## Section VII

Students must be present in school at the designated time to vote. Students will have one vote for each ASB ticket or office. They will also have four votes for each Class Senate office of their grade level status.

## Section VIII

1. Lakeridge Middle School's 8th grade class, Sumner Middle School's 8th grade class, North Tapps Middle School's 8th grade class, and Mountain View Middle School's 8th grade class will each elect one representative to serve as Freshmen Class Senators at Bonney Lake High School.
2. Only eighth grade students who are designated to attend BLHS in the fall will be eligible to run and vote for freshmen class senators.
3. Election coordination and deadlines for elections will be determined by the BLHS and middle school ASB Adviser.

4. North Tapps and Sumner Middle Schools will need to complete their nomination and election process at least one week prior to Mountain View and Lakeridge Middle Schools.
    a. If Sumner Middle School and/or North Tapps Middle School fail to elect an incoming freshman senator then elections will be altered as follows.
    b. The 1st unelected position will fall to Mountain View Middle School to elect as their 2nd representative.
    c. If there are 2 unelected positions then both Mountain View Middle School and Lakeridge Middle School will each elect 2 representatives.

### Section IX
All voting results for ASB Officers will be a percentage total based on 60% popular vote, 40% teacher recommendation scores.

### Section X
Write-in candidates shall not be accepted in Bonney Lake ASB elections.

### Section XI
Any question concerning the validity of the elections must be expressed in writing within 10 school days of the announcement of election results. Written concern must be submitted to the ASB Adviser and will be reviewed by the election committee to determine the validity of the concern and the necessity and/or course of further action.

### Section XII
The Coordinator positions written and described in the constitution will be permanent positions that will be filled every year. Outgoing members of the Executive Officers, ASB Adviser, Class Senators and Coordinators (with permission from the ASB Adviser), during each election season will have the ability to establish and appoint candidates to additional or temporary coordinator positions which they see fit for the upcoming year. The additional or temporary positions can be removed or changed yearly (or at semester) if seems necessary by the ASB Adviser and Executive Officers.

## Article V: Amending the Constitution

### Section I
Amendments to this constitution shall be proposed to the Executive Officers in the form of a petition. These petitions, with the approval of the Administration, must pass by a two-thirds favorable vote, of the ASB Council, to become effective as an amendment to the constitution.

### Section II
Amendment(s) to the Bylaws of this association shall be written and presented to the Executive Officers where it must pass by the Executive Officers, with a two-thirds favorable vote, and to the Administration to become effective as an amendment to the Bylaws.

## Article VI: Principal's Authority

Because of the legal responsibility vested in him/her by the Sumner School District No. 320 Board of Education, the principal (or his/her designee) must retain the right to veto any action of the ASB Council provided that such action will be communicated to the ASB Council with a verbal or written explanation for the nullifying action.

## Article VII: Powers of the ASB

1. The ASB shall have the power to choose its own officers whose duty it will be to represent the students.
2. The ASB shall have the power to control the raising and distribution of all student monies for ASB
3. The ASB shall have the power to assist in promoting an educational atmosphere most beneficial to the health, education, and welfare of the student body.
4. The ASB shall have the power to enforce ASB mandates through any and all means deemed necessary within the greater legal structure.

## Article VIII: Impeachment

1. Any member of the ASB Executive Officers or Class Senate may be impeached for conduct unbecoming the office of Executive Officers or Bonney Lake High School.
2. Impeachable offenses are reviewed and based on the discretion of the ASB Adviser and the Administrators. These include but are not limited to:
    a. failure to carry out constitutional duties
    b. more than three unexcused tardies and/or absences from respective meetings
    c. not maintaining the required 2.8 cumulative G.P.A.
    d. pattern of unexcused absences/tardies
    e. serving an out of school suspension or in-school suspension
    f. not being an card member of Bonney Lake High School ASB
    g. dropping Core Leadership during their current term
    h. inappropriate or poor character choices reflected on social media
    i. any violation involving alcohol, tobacco, drugs or weapons
3. ASB Executive Officers members may also be put on probation for any of the following behaviors.
    a. Impeachment may be initiated by ASB Adviser, Administration, a petition signed by 100 students, OR a petition signed by a simple majority of the Executive Officers.
    b. If by petition, it must contain a specific reason for impeachment, filed with the ASB Adviser.
4. ASB Adviser or Administration shall determine the course of further action.
    a. Upon request of the person charged, he/she shall be given a hearing before the Executive Officers and/or ASB Adviser and/or Administration within five school days following the filing of the charge.
    b. Final decision is up to the ASB Adviser and/or Administrator.
    c. If no hearing is requested, he/she will automatically be removed from ASB Council.

5. Students appointed to Coordinator positions are held to the same expectations as ASB Executive Officers and Class Senators. Coordinators will be removed from their position if they violate any of the impeachable offences found above.

## Article IX: Replacement of Executive Officers or Class Senate Member(s)

1. If a member of the ASB Executive Officer should vacate his/her position before school begins, the candidate with the next highest votes will be offered the position. If the position remains unfilled or is vacated after school begins through the next year's elections, a special election will be held to fill the vacated position. If a Coordinator should vacate their position then the current Executive Officers may vote to fill the vacancy by holding a second round of interviews.

## Article X: Ratification

1. This document has been ratified and takes effect upon the signing by the majority of the representatives of the ASB Council.

*We, the Bonney Lake ASB Executive Council, met, having taken into serious consideration, the Bonney Lake High School ASB Constitution. Proposed and agreed upon by the ASB Council and BLHS Administrators on* ***Thursday, February 21, 2019****, this Constitution has been approved of, ratified and confirmed. Therefore presenting in virtue the power and authority given for a specific purpose, for and in behalf of ourselves and the student body, FULLY, FREELY, and ENTIRELY APPROVE of, ASSENT to and confirm the laid Constitution.*

| Position | Printed Name | Signature |
|---|---|---|
| ASB President | Tony Guerrero | _____ |
| ASB Vice President | Puluta'atasi Krehbiel | _____ |
| ASB Secretary | Alexi Spencer | _____ |
| ASB Treasurer | Mackenzie Seymour | _____ |
| ASB Public Relations Officer | Meredith Graham | _____ |
| ASB Adviser | Charlie Hilen | _____ |
| ASB Administrator | Anthony Clarke | _____ |

# By-Laws of the Associated Student Body of Bonney Lake High School

## Article I: Major Office

1. All student body card members shall be eligible to hold a maximum of two major officer positions. The ASB President may only hold their ASB Executive Officer position. Other major officer positions include: ASB President, or President of other Clubs.

## Article II: Parliamentary Procedure:

1. Modified version of Robert's Rules of Order shall be the official guide for all problems concerning parliamentary procedure that may arise at any meeting.

## Article III: Quorum

1. A quorum equals 80% of the Executive Council, at least 1 Senator from each class, and at least 1 ASB Event Coordinator must be present at any ASB meeting before any official voting may take place. Business may, however, be discussed by the members present.
2. All decisions made by the Executive Officers, except in situations of impeachment or amendment, will be made by a simple majority vote of all members present if quorum is met.

## Article IV: ASB Meetings

1. Officers of clubs or organizations and/or a representative of each athletic sport may attend ASB meetings with the ASB Council to communicate ideas and schedule activities.
2. Open ASB Meetings will be held Monthly to update students and answer questions groups may have. Club Presidents and Sports Captains are required to attend this meeting.

## Article V: Sports Teams, Clubs and Activities

### Section I

1. All new clubs must obtain a charter in order to officially exist. To obtain a charter, an application including an identified Adviser, a petition of at least 8 signatures of prospective members, a proposed budget, if necessary, and a statement of the purpose and proposed activities must be presented to ASB
2. To be chartered by ASB, the ASB Council must vote to accept the application and pass it with a simple majority vote of members present.
3. Clubs are required, to submit their constitution and bylaws within 30 days.

## Section II

1. In order to receive financial support from ASB, all members of Sponsored Club, Sport or Activity must be a card member (have purchased an ASB card).
2. Clubs will be required to submit rosters of group members for every meeting that occurs.
3. Those members must have a current year ASB card on record.
4. Student who don't have an ASB card and will be charged an ASB card to their account after 3 meetings attended.

## Section III

1. Any ASB sponsored club or activity (athletic team) or organization is required to do one community service project per year. This project must be approved through the ASB Council during spring budgeting.
2. Failure to comply may result in losing the ability to have future funds for the following year.

## Section IV: Documentation

A 10% penalty fee will be applied from the profits of a club or activity's fundraiser if it was started prior to ASB's consent and approval and/or without the proper paperwork being submitted ahead of time. This fee will be funded into ASB's General 1010 Account.

5. Students appointed to Coordinator positions are held to the same expectations as ASB Executive Officers and Class Senators. Coordinators will be removed from their position if they violate any of the impeachable offences found above.

## Article IX: Replacement of Executive Officers or Class Senate Member(s)

1. If a member of the ASB Executive Officer should vacate his/her position before school begins, the candidate with the next highest votes will be offered the position. If the position remains unfilled or is vacated after school begins through the next year's elections, a special election will be held to fill the vacated position. If a Coordinator should vacate their position then the current Executive Officers may vote to fill the vacancy by holding a second round of interviews.

## Article X: Ratification

1. This document has been ratified and takes effect upon the signing by the majority of the representatives of the ASB Council.

*We, the Bonney Lake ASB Executive Council, met, having taken into serious consideration, the Bonney Lake High School ASB Constitution. Proposed and agreed upon by the ASB Council and BLHS Administrators on* ***Thursday, February 21, 2019****, this Constitution has been approved of, ratified and confirmed. Therefore presenting in virtue the power and authority given for a specific purpose, for and in behalf of ourselves and the student body, FULLY, FREELY, and ENTIRELY APPROVE of, ASSENT to and confirm the laid Constitution.*

| Position | Printed Name | Signature |
|---|---|---|
| ASB President | Tony Guerrero | |
| ASB Vice President | Puluta'atasi Krehbiel | |
| ASB Secretary | Alexi Spencer | |
| ASB Treasurer | Mackenzie Seymour | |
| ASB Public Relations Officer | Meredith Graham | |
| ASB Adviser | Charlie Hilen | |
| ASB Administrator | Anthony Clarke | |