



Constitution of the Veterans Memorial High School Cyber Patriots Club

ARTICLE I: NAME & PURPOSE

Section A: Name - The name of this club shall be "Cyber Patriots Club".

Section B: Purpose - The purpose of this club shall be:

1. To extend Information Technology education out-of-class and to provide real-world skills practice experience.
2. To train and compete online and at off-campus events in Information Technology, Cybersecurity, and professional skills competitions.
3. To partner with Information Technology industry organizations for field-trip opportunities.
4. To provide industry professional certification opportunities.

ARTICLE II: MEMBERSHIP

Eligibility - Membership shall be open to all Veterans Memorial High School students who attend two or more consecutive meetings.

ARTICLE III: OFFICERS

Section A: Officers - The officers shall be a President, Vice-President, Secretary, Treasurer, Reporter, and Parliamentarian.

Section B: Eligibility - Officers must be club members, maintain passing grades in their classes, and maintain meeting attendance of at least 75%.

Section C: Election - The officers shall be elected by a majority public vote, 50% +1, of the eligible club members at the second club meeting of the school year.

Section D: Term - The officers shall serve for the current school year and their term of office shall begin upon election.

Section E: Vacancy - If a vacancy occurs in the office of President, the Vice-President shall assume the office for the remainder of the term and vacancies in any other office shall be filled by a special election.

ARTICLE IV: DUTIES OF OFFICERS

Section A: President - it shall be the duty of the President to:

- Preside at meetings
- Vote only in case of a tie
- Represent the club
- Encourages participation in the Cyber Patriots Club
- Keeps members informed
- Perform such other duties as ordinarily pertain to this office

Section B: Vice-President - It shall be the duty of the Vice-President to:

- Preside at meetings and functions in the absence of the president
- Stay well informed of the issues and skilled in handling the club's business
- Carry out specific responsibility for program planning
- With the parliamentarian, is responsible for the arrangement of the meetings

Section C: Secretary - It shall be the duty of the Secretary to:

- Keep all records for continuous reference to all that happens
- Set the agenda
- Advise the president on agenda during meetings
- Read previous minutes and takes new minutes at every meeting
- Count votes
- Maintain a current roster of membership
- Issue notices of meetings and conduct the general correspondence of the club

Section D: Treasurer - It shall be the duty of the Treasurer to:

- Keep records of funds
- See that all approved bills are paid
- Keep an accurate itemized account of all receipts and expenditures and make reports as directed
- Prepare financial statements

Section E: Reporter - It shall be the duty of the Reporter to:

- Get news about the club before the public
- Write news stories on club activities
- Prepare and distributes news releases to local media

Section E: Parliamentarian - It shall be the duty of the Parliamentarian to:

- Act as the authority and consultant to the President on procedural matters
- Have working knowledge of district, school, and competition policies and law and give opinions based on it
- Call attention to errors in procedure

ARTICLE V: MEETINGS

Section A: Meetings - Regular meetings shall be held weekly on Mondays during the regular school year.

Section B: Special Meeting - Special meetings may be called by the President with the approval of the Executive Committee.

Section C: Quorum - A quorum shall consist of one half of the membership.

Section D: Parliamentary Authority - Robert's Rules of Orders, shall govern this club in all cases to which they are applicable and in which they are not inconsistent with this constitution.

ARTICLE VI: EXECUTIVE COMMITTEE

Section A: Responsibility - Management of this club shall be vested in an Executive Committee responsible to the entire membership to uphold this constitution.

Section B: Membership - This committee shall consist of the officers as listed in Article III and the faculty sponsor.

Section C: Meetings - This committee shall meet at least once between regular meetings of the club to organize and plan future activities.

ARTICLE VII: FACULTY SPONSOR

Section A: - The faculty sponsor for the Cyber Patriots Club is Mr. Bailey.

Section B: Duties - The responsibilities of the faculty advisor shall be to:

- Maintain an awareness of the activities and programs sponsored by the student club.
- Meet on a regular basis with the leaders of the student club to discuss upcoming meetings, long range plans, goals, and problems of the club.

- Attend regular meetings, and executive board meetings.
- Assist in the orientation of new officers.
- Explain and clarify campus and district policy and procedures that apply to the club.
- Provide direction in the area of parliamentary procedure, meeting facilitation, group-building, goal setting, and program planning.
- Assist the club treasurer in monitoring expenditures, fundraising activities, and corporate sponsorship to maintain an accurate and up-to-date account ledger.
- Inform club members of those factors that constitute unacceptable behavior on the part of the club members, and the possible consequence of said behaviors.

ARTICLE VIII: COMMITTEES

Committees - The President shall have the authority to appoint any special committees, with the approval of the Executive Committee, from time to time as need demands.