

The Constitution of the Associated **Student Body** **of** **Black Hills High School**

Preamble: We, the students of Arthur Garrett West Black Hills High School in order to establish school pride, equality for all students, a positive learning environment, and quality academic and athletic programs, do ordain this constitution of the Associated Student Body of BHHS.

Article I Name and Color

Section 1. Name

This student government shall be called the Associated Student Body (here after referred to as ASB) of Black Hills High School.

Section 2. Color

The official colors of Black Hills High School are Navy Blue and Scarlet Red.

Section 3. Mascot

The official mascot of Black Hills High School is the wolf.

Article II The Legislative Branch

Section 1. Representation

- I. Each second (2nd) period shall elect a Representative and an alternate, taking place the first (2 weeks) of school.
- II. One of the elected officials from each second period will attend the Legislative meetings and report back to their prospective class regarding the proceedings.
- III. Should a vote be taken in their individual “home” class, the Representative is responsible for carrying the results to the ASB officials.

Section 2. Attendance

- I. No elected Representative shall be considered absent or tardy from class while attending a Legislative meeting. Any other person needing to attend the meeting must get prior approval from the teacher(s).
- II. Attendance of the Representative and alternate is mandatory unless they are ill or excused from school on that day. All second period classes must be represented at each general legislative meeting.

Section 3. Duties of the Representative

- I. Each Representative will, during the meeting, represent opinions and thoughts of their first period class on all matters concerning the Legislature.
- II. He/she is responsible for facilitating meetings on any election/s or other issues directed from the Legislature.
- III. The Representatives, acting as a full Legislative body, can override a presidential veto by a 2/3-majority vote.
- IV. The Representatives are responsible for tallying and reporting election ballots and totals.

Section 4. Presentation

- I. To present a bill or issue to the Legislative body, the speaker representing the group or individual must notify the ASB officer 24 hours prior to the start of the meeting.
- II. The issue must be approved 24 hours prior to the meeting by the activities director and listed on the agenda.
- III. At the meeting, they will speak and present their idea(s) and/or concern(s).
- IV. The Vice President will decide the course of action necessary to complete the task and the chairperson will initiate any action.

Section 6. Rights Reserved

The officers reserve the rights to:

- Make grievances to the school administration.
- Arbitrate disputes between clubs, organizations, and athletic teams.
- Establish or review budgets for all clubs, organizations, and athletic teams.
- Maintain and monitor the ASB budgets.

Section 7. Powers Denied

Defer to the Administration

The ASB officers and the Legislative body shall adhere to school district and state policy and shall exercise no power beyond that granted by the aforementioned articles of this Constitution. Any further ASB action is subject to reversal by the administration such that it does not conflict with school district, state, and federal law.

Article III ASB Finance

- I. The Associated Student Body of Black Hills High School is the only recognized organization to engage in or collect money from activities at BHHS from students or non-students.
- II. ASB funds may not be raised or expended as gifts or grants for scholarship purposes unless the monies are deposited in a #6000 account.
- III. Any items purchased by the ASB become property of Tumwater School District.
- IV.** If any group, club, or organization wants to charge a fee for an activity, the ASB Legislature must approve it. A reduced fee or waiver may be given to low income families if prior approval from the school board is given.

Article IV Election Process

- I. All ASB members are eligible to vote.
- II. The entire student body will elect ASB officers with the exception of the current senior class.
- III. Class officers will be elected by their respective classes.
- IV. ASB officers will campaign as a team.
- V. Class officers will campaign individually.
- VI. The candidates may campaign three-five days prior to the election.
 1. Posters and signs will be posted according to school policy for such events.
 2. Approved ASB funded materials may be used for campaigning.
 3. Slanderous, negative campaigning tactics will result in removal from the election.
- VII. Students wishing to run for any office must complete all required paperwork and submit said paperwork by the specified date in order to be eligible for office. See election packet.

Article V **ASB Positions**

- I. The ASB officers at Black Hills High School shall run as individuals. The positions include, President, Vice-President, Secretary, Treasurer, Social Chair and Judge. The individual officers will comprise the ASB team.

- II. Eligibility to run for an office position by each individual include:
 1. Being of junior or senior standing, with the exception of the **President who must be a senior.**
 2. **2.50** accumulative GPA and passing all classes with a C- or above.
 3. Must be enrolled in the leadership class (2nd/6th period) for the entire year while holding office.
 4. If these requirements are not met and held during his/her term in office, it may be appealed to the board. The administrative board members include the principal, vice-principal, activities director, and two teachers to be named for final decision.

- III. Requirements to maintain office:
 1. Enrolled in the leadership class for the entire year while holding office.
 2. Abide by all requirements in the Oath of Office.
 3. Each officer must successfully pass a grade nine (9) week grade check (**2.50** or greater with no failing grades).
 4. If a grade check via progress report, mid-term, or final report showed below a **2.50** or failing any classes, the officer may be placed on academic probation and would need to engage in extra study time to support the grade and will submit week to week grade checks until the concern is resolved.
 5. Maintain the requirements as stated within the duties of the office.

- IV. Duties and Powers of the ASB Committee:
 1. All members are required to uphold the duties and powers listed below.
 2. Requirements stated in the ASB Election Packets.
 3. All officers must perform any further duties assigned by the Activities Director.
 4. Members will hold office from the beginning of summer to the beginning of summer.

Section 1. President

- I. Shall act as a liaison and establish a regular meeting schedule for the Executive Council, Student Council, and other identified committees.
- II. Prepare agendas for the monthly Legislative meetings, as well head all meetings in absence of the Vice-President.
- III. Represent and serve as chairman to the ASB and entire student body of Black Hills High School. He/she will be required to attending mandatory

and other community meetings such as the school board, site team, and administrative council.

Section 2. Vice President

- I. Take over the office and duties and attend meetings of the President in his/her absence.
- II. Serve as a chairperson and head the monthly Legislative meetings.
- III. Meet on regular basis with the President and Activities Director to plan agendas for Legislative meetings, goal setting, activity planning, and decision-makings.
- IV. Assist in the overall supervision of the ASB office.

Section 3. Treasurer

- I. Work closely with the ASB Financial Secretary in keeping accurate computer records of all ASB financial transactions.
- II. Assist the Financial Secretary in maintaining an up-to-date record of accounts and organized files of all ASB purchases, receipts, and financial correspondences.
- III. Prepare, provide and discuss monthly financial reports at the Legislative meetings.
- IV. Establish a schedule and overall plan for developing the ASB budget for the upcoming year.
- V. Authorize purchase orders and transactions by signing appropriate documents to all ASB accounts.

Section 4. Secretary

- I. Publish and distribute agenda and record minutes at all Legislative meetings.
- II. Oversee inventory and maintain adequate supplies and equipment, as well as all ASB correspondences.
- III. Take attendance at Legislative meetings.
- IV. Communicate school-wide events such as elections, assemblies, and other activities to the entire student body.

Section 5. Social Chair

- I. Facilitate all dances and school-wide social events throughout the year.
- II. Coordinate Royalty acknowledgement (Homecoming and Prom).
- III. Manage decoration budget.
- IV. Establish themes and dress and dance code policies with the support of the Black Hills administration.

Section 6. Judge

- I. Maintain order at all Legislative Meetings.
- II. Interact with the administration in events such as, litter control, vandalism, ASB sponsored events, and school dances.

- III Facilitate all assembly and class competitions.
- IV. Maintain on-going relations with Tumwater High School

Article VI Procedure of Impeachment of Executive Officials

Section 1. Any members of the executive council may be brought to trial by use of this procedure.

Section 2. Only members of the legislature may bring charges against an officer. No member of the executive council may bring charges against another member.

Section 3. Articles of Impeachment:

- I. Lack of responsibility
- II. Failure to maintain adequate attendance
- III. Failure to maintain adequate G.P.A.
- IV. Misuse of power.
- V. Failure to meet the standards of the A.S.B. code conduct

Section 4. The Writ of Impeachment

- I. The prosecutor shall make formal accusation of wrong doing to the Judge.
- II. If the Judge considers the charges valid, the legislature shall issue a Writ of Impeachment. The Judge can be overridden by a 2/3 majority vote by the legislature.
- III. The Writ of Impeachment shall be read at a special Legislative meeting.
- IV. The Writ of Impeachment shall contain the following:
 - 1. Name of the accused
 - 2. The reasons of impeachment
 - 3. Recommendation for a trial
 - 4. The signature of the prosecutor(s) and of the judge verifying the writ as legal.

Article VII Succession

The order of succession shall be as follows:

- 1. If impeached, the Vice-President shall become President and the sponsor shall become Vice-President.
- 2. If two or more officers are impeached, a nominated person shall fill the open position.

3. Individual ASB officers vacating positions (other than the President) shall be filled by general election.

Article VIII Amendments to the Constitution

- I. The legislature, ASB officers, or staff of BHHS can propose amendments.
- II. The administration, the School Board, and a 2/3 vote in the legislature must approve amendments.
- III. The amendment takes effect immediately upon passage.

Article IX Club Sponsorship

Section 1: Requirements for club to be recognized by the Black Hills ASB:

- I. The club must be initiated by a BHHS student.
- II. Must have a Black Hills staff member as their advisor.
- III. The Proposed club has thoroughly completed the club application form including a minimum of twenty (20) prospective student signatures. An approved adult advisor's name must also accompany the application.
- IV. In their submission, they must include a club constitution for ASB legislative approval. This must not conflict with the Black Hills or The United States Constitution.
- V. The application to form a new club must be heard and discussed at the next available legislative meeting.
- VI. If supported by a simple majority vote by the legislature, the application will be approved.
- VII. If the club is requesting to receive a stipend the application will be sent to the School Board for final approval.

Section 2: Eligibility for Club advisor to receive a stipend:

- I. The club must have already been approved by current ASB group in power.
- II. The proposed club must be approved by the Activities Coordinator, Principal and Tumwater School District School Board.
- III. The proposed club's constitution must be submitted and approved by the acting ASB Legislature prior to the vote.