

Official Student Government Bylaws

Article I: Appellation

The name of this organization is the Alexander Hamilton High School Student Government.

Article II: Purpose

The objective and purpose of the Student Government shall be to:

- a. Represent the students of Alexander Hamilton High School
- b. Voice the concerns of the students
- c. Unify the student body through social activities and community service opportunities

Article III: Authority

Section 1: All powers of the Student Government are delegated to it by the school administration and/or the board of education

Section 2: All actions of the Student Government are subject to review, and possible veto, by the principal

Section 3: The principal shall appoint a member of the faculty as an advisor to aid the Student Government in its activities and projects

Article IV: Organization and Membership

Section 1: The government shall consist of registered student members of Alexander Hamilton High School: two class representatives from each grade and one elected president, vice president, secretary, treasurer, and Junior High vice president.

Article V: Officers and Responsibilities

Section 1: The elected officers shall be president, vice president, secretary, treasurer, and junior high vice president

Section 2: Each class shall be represented by two elected representatives.

Section 3: All elected officials and representatives must be selected according to the election rules established in these bylaws

Article VI: Duties of Student Government Members

Section 1: The Student Government president shall

- a. Attend all Student Government meetings as a voting member
- b. Conduct and chair Student Government meetings
- c. Represent the Alexander Hamilton High School student body when appropriate

- d. Set agenda and maintain parliamentary procedure for Student Government meeting
- e. Attend monthly Board of Education meetings
 - i. If the president cannot attend, another board member must replace
- f. Attend monthly meetings with the principal to facilitate communication among the student body, Student Government, and administration

Section 2: The Student Government secretary shall

- a. Attend all Student Government meetings as a voting member
- b. Record Student Government meeting minutes and present them at the beginning of the following meeting as noted in the agenda
- c. Take attendance at every Student Government meeting and report all absences to the board

Section 3: The Student Government treasurer shall

- a. Attend all Student Government meetings as a voting member
- b. Manage Student Government funds and bank account
- c. Create a budget for every event

Section 4: The Student Government vice president shall

- a. Attend all Student Government meetings as a voting member
- b. Preside in absence of President
- c. Be in charged of all social media accounts

Section 5: The Student Government Junior High vice president shall

- a. Attend all Student Government meetings as a voting member
- b. Be seated on the executive board
- c. Be the true liaison between the junior high and high school
- d. Be the official PTSA student representative and assume all the responsibilities that entails

Section 6: Each Student Government representative shall

- a. Attend all Student Government meetings as a voting member
- b. Attend all Student Government meetings and represent the views of the student body
- c. Be responsible for reporting all events to their class

Article VII: Elections

Section 1: The senior board members shall conduct all student government elections

- a. They will decide the format of the elections (speeches, questions...)

Section 2: Candidates running for any board position have to have attended at least five Student Government meetings

Section 3: All candidates elected to office and as representatives shall serve a one-year term unless asked to be removed or resign (see later section)

Section 4: Elections shall be held in May, except for the incoming seventh grade representatives which shall be held in September

Section 5: All students interested in running for any position must attend the mandatory meeting prior to elections and have their name written on the sign-up sheet posted in the cafeteria

Section 6: The candidates shall present their speeches at the May all-school assembly and elections shall take place during the lunch periods the next day via an electronic survey platform

Section 7: All students have the right to vote for their respective representatives and board members

- a. Grades eight through eleven shall vote for executive board members, excluding the Junior High Vice President
- b. The seventh grade shall vote for the Junior High Vice President

Section 8: The newly elected students shall assume office the following September

Article VIII: Meetings

Section 1: The Student Government shall meet for business at least once a week on the chosen day, unless decided upon by the Executive Board and/or teacher in charge

Section 2: All Student Government meetings are open to any member of the Alexander Hamilton High School student body, teacher, and/or administration member.

Section 3: Meetings shall be run by rules of parliamentary procedure as contained in Robert's Rules of Order, in all cases in which they are applicable and not inconsistent with any special rule of order the Student Government

Section 4: Each meeting shall be run in the following manner

- a. The Pledge of Allegiance shall open the meeting once there is a motion to being with a second from any representative
- b. Attendance will be taken by the Secretary
- c. Any business from the previous meeting will be brought up
- d. The Executive Board will present any new business in accordance to the agenda
- e. There will be time for questions/discussion at the end of each meeting
- f. The meetings will be concluded with a motion to adjourn and a second from any of the representative

Articles IX: Events

Section 1: The Student Government will assist/run all student events throughout the year, consisting of

- a. Three High School dances: Homecoming (October), Valentine's Day Dance (February), and The Spring Fling (April)
- b. Two Junior High Dances: Winter Ball (December) and one in Spring (March)

- c. Several Rec Nights throughout the year
- d. Two Pep Rallies (October and April) in accordance with the Two Spirit Weeks leading up to Homecoming/Spring Fling

Section 2: These events/dates as well as introducing new activities are up to the discretion of the Executive Board, Activities Advisor, and Principal

Section 3: The Student Government will also assist/run fundraising for our activities and outside organizations when the Executive Board sees fit

Article X: Removal Process

Section 1: Representatives can be removed for failure to attend the meetings

- a. Absence from two consecutive meetings without prior notification will result in a warning from a member of the Executive Branch
- b. Absence from a third meeting without prior notification will result in a vote by the present voting members at the third meeting, where a simple majority terminates their status as representative

Section 2: Representatives can be replaced by another member of their grade after meeting the following requirements

- a. Must have attended the previous three meetings
- b. Must be nominated by either the other grade representative or a member of the Executive Board
- c. Gain a simple majority at a meeting by all present voting members

Section 3: Executive Board members can be removed for

- a. Failing to meet the same attendance requirements as aforementioned
- b. Failure to fulfill their duties as outlined in Article VI
- c. Any disciplinary act that reflects poorly on the Student Government

Section 4: To remove an Executive Board member the following steps must be taken

- a. A motion must be brought up by one of the other Executive Board members with a List of Grievances
- b. A simple majority made by all present voting members to put the member on a probationary period, returning to the matter in two weeks if behavior has not improved
- c. Once that period is up, a $\frac{2}{3}$ majority vote by all voting members is required to remove an Executive Board member

Section 5: To replace an Executive Board member after being removed or resigning the following steps must be taken

- a. The President: The Vice President becomes the President, appointing a candidate to fill the Vice President position only after gaining a simple majority from all voting members

- b. The Vice President: The President appoints a candidate, who must gain a simple majority from all voting members
- c. The Secretary: The President appoints a candidate, who must gain a simple majority from all voting members
- d. The Treasurer: The President appoints a candidate, who must gain a simple majority from all voting members
- e. The Junior High Vice President: The President appoints a candidate, who must gain a simple majority from all Junior High representatives and the Executive Board members

Section 6: All removals must be approved by the Activities Advisor

Article XI: Amendments

Section 1: To amend The Student Government Bylaws, it must meet the following qualifications

- a. Be brought to the Executive Board's attention where it will be discussed with the Activities Advisor
- b. Must obtain a simple majority from the Executive Board to be made a motion at a public meeting
- c. Must obtain $\frac{2}{3}$ majority from all voting members in the Student Government

<https://www.westonschools.org/high/student-activities-overview-handbook/student-council/>