

Colom High School Student Council Constitution

Article I

Name and Purpose

Section 1. The name of this organization shall be Coloma High School Student Council.

Section 2. The purpose of this organization shall be to develop leadership skill; promote harmonious relations throughout the entire school; improve student-teacher relationships; improve school spirit and morale; provide a forum for student expression; provide orderly direction of school activities; promote community involvement and promote the general welfare of the school/community.

Article II

The Principal

Section 1. The principal shall reserve the right to approve all activities and decisions of this Council.

Section 2. The principal shall appoint the Council advisor(s).

Article III

Faculty Advisor(s)

Section 1. The Advisor(s) shall be responsible for the direct, day-to-day supervision of the Council and act as liaison between Faculty, Administration, Students, and Community.

Section 2. The Advisor(s) shall maintain files on membership, council history, activities, and financial transactions.

Section 3. The Advisor(s) shall review grades of all Members at the end of each semester to insure that academic eligibility for participation is maintained.

Section 4. The Advisor(s) shall help the Officers understand and carry out their duties.

Article IV

General Membership

Section 1. Eligibility for membership is open to all students at Coloma High School who are academically eligible to participate in school activities.

Section 2. Students who want to be considered for the council may be admitted with a prior interview.

Section 3. Members must be able to attend at least two meetings per month.

Section 4. Members may only miss one meeting per term without prior consent.

Section 5. Any person in the student body may attend meetings, but are omitted in the case of a council vote or any decision making processes.

Article V

Qualification of Officers

Section 1. The officers of the Student Council shall consist of a President, Vice-President, Secretary, Treasurer, Girl's Rep., and Boy's Rep.

Section 2. These Officers shall not serve more than two(2) years in the same office. They shall have been members of Student Council for at least one year, the President having been a member for at least two(2) years.

Section 3. The President shall be a member of the Junior or Senior Class. The Vice-President shall be a member of the Junior or Senior Class. Other officers may be filled by students in the Freshman, Sophomore, Junior, or Senior Class.

Section 4. All Officer positions will be determined through interviews with advisors annually in June on a date to be determined by the Executive Board and the Advisor(s).

Article VI

Duties of Student Council Officers

Section 1. The President shall: A. Preside over all meetings and functions. B. Appoint all necessary Committees and Chairpersons. C. Call special meetings when necessary with the Advisor's consent. D. Liaison with School Administrator(s). E. Oversee all Council records. F. Act as a member of all Committees. G. Prepare all agendas. H. Perform additional duties as directed by the Advisor(s).

Section 2. The Vice-President shall: A. Assume the duties of the President if necessary; act as Parliamentarian. B. Be responsible for maintaining order during meetings. C. Act as coordinator to all Committees/Chairpersons. D. Record, publish and report(to Advisor(s), Executive Board and Solicitor) names of Members who have not met Community/Council Service Hours requirements on a quarterly basis. E. Act as Co-Administrator of all Council functions. F. Be responsible for all paperwork from all Committees. G. Perform additional duties as directed by the Advisor(s).

Section 3. The Secretary shall: A. Give proper notice for all meetings. B. Take and record attendance at all meetings. C. Notify members after two meetings have been

missed. D. Be responsible for all record keeping. E. Record all minutes of all meetings. F. Perform additional duties as directed by the Advisor(s).

Section 4. The Treasurer shall: A. Make financial reports on the request of the President or Advisor(s) only. B. Manage Council Fund Raising events. C. Provide a monthly audit of financial account(s). D. Manage, as a Chairperson, all Fundraising activities. E. Monitor all financial matters. F. Perform additional duties as directed by the Advisor(s).

Section 5. Student Council Representatives shall: A. Act as a liaison with the students and the Council. B. Advertise, and promote all Council events and/or activities. C. Participate in Council events

Article VII

Duties of Class Officers

Section 1. The Freshmen, Sophomore, Junior, and Senior Class Student Council Officers all share the same duties, with one exception of the Junior Class.

Section 2. Duties of the Class Student Councils include A. Attendance B. Participation in Student Council events and Committees. C. The Class Councils act as representatives between the Student Council and each particular class of students. D. Members are to participate in the building and/or organizing of annual spirit events such as Homecoming, Winterfest, etc.

Section 3. The only extra duty laid on a Class Council, is the Junior Class. The members of the Junior Class are responsible for making up the Prom Committee, as directed by the Junior Class Advisor.

Section 4. Student Council Class Representatives shall: A. Act as a liaison with the students and the Class Council. B. Advertise, and promote all Council events and/or activities.

Article VIII

Discipline of Members

Section 1. Any deviation from the Student Council laws outlined in this Constitution may merit punishment to be determined by the Council Advisor(s). The Advisor(s) may decree that the Member be forced to perform extra hours of Community Service; that the Member be suspended for no more than one month; or in cases of severe or repeated offense, that the Member be expelled from the CHS Student Council.

Article IX

Removal and Punishment of Members and Officers

Section 1. The temporary leave or removal, as well as punishment, of an Executive Officer or any Council Member may be deemed necessary if he or she is not performing the required duties of his/her position(s). Offenses meriting suspension/removal/expulsion include academic ineligibility, failure to complete required quarterly Community Service hours, or any other offense by which the Council Member does not honor their commitment to the Council. Said offenses to be determined by the Advisor(s) or the Executive Board.

Section 2. The succession of Officers, due to temporary absence or removal shall be as follows: President, Vice-President, Secretary, Treasurer, Girl's and/or Boy's Rep. Permanent removal or resignation of an Officer will result in the appointment of a willing Council member to the vacant position by the Advisor(s).

Section 3. In the event that an Officer should resign from office, the Advisor(s) appoint a new Officer in the same manner as in the case of Officer removal. A resigned Officer may not hold office for the duration of the school year. If a Member resigns from Council; a Committee Chairpersonship, or any other position or title elected/volunteered/appointed to, he/she will be removed from Council for the remainder of the school year. Exceptions to this rule may be made at the discretion of the Advisor(s). Letters of Resignation should be presented to the Advisor(s) and Executive Board, requesting an honorable dismissal.

Article X

Committees

Section 1. Special Committees may be formed by order of the Executive Board and/or Advisor(s) to direct certain activities. The Committees shall consist of volunteers/appointees from the Council body. The President of the Student Council shall be a Member of all Committees (except the Rules Committee)

Section 2. Any Member(s) who signs up for a position on a Committee, but fails to attend the meeting of that Committee, shall have no input on any matter that was discussed by or decided upon by that Committee at that meeting. The appointment of Committee Chairpersons (majority vote of Committee or by Advisor(s), will ensure the enforcement of this provision.

Section 3. Committee Chairpersons will initiate action to remove Members from a Committee. Members are removed from a Committee by a simple majority vote from the Members of that Committee. Committee Chairpersons may be removed from Committee by a vote of the Student Council Body and/or by the Advisor(s).

Section 4. If a Member resigns from Council; a Committee Chairpersonship, or any other position or title elected/volunteered/appointed to, he/she will be removed from Council for the remainder of that school year. Exceptions to this rule may be

made at the discretion of the Advisor(s). Letters of Resignation should be presented to the Advisor(s) and Executive Board, requesting honorable dismissal.

Article XI

Meetings and Attendance

Section 1. The Student Council shall meet twice a month at a time, day, and place to be determined by the Advisor(s) and the Executive Board. Individual classes may meet in between these meetings at the discretion of their own President.

Section 2. Special Sessions may be called at any time by the President, Advisor(s), or Principal. Special Sessions may also be held by attaining a vote from two-thirds of the Student Council Members, upon the notification of the Advisor(s).

Section 3. Three incidents of tardiness of ten(10) minutes or more to Meetings will constitute one unexcused absence.

Section 4. A Member will be dismissed from Council if he or she misses more than one meeting in the course of one term, or four meetings in the course of one school year.

Section 5. Parliamentary procedure will be required during all Council meetings.

Article XII

Voting

Section 1. Before any vote can occur in Council, the issue must be presented on the floor by the Council President.

Section 2. All votes will be cast from the floor, unless a secret ballot is deemed necessary by the members of Executive Board and/or Advisor(s).

Section 3. Simple majority votes are required for passage of any item on the agenda, with the exception of amending this Constitution.

Section 4. The Secretary will record and log the results of all votes taken.

Article XIII

Class Officer Appointments

Section 1. Officers for next school year shall be appointed through an interview with Advisor(s).

Section 2. Each candidate running for Executive Board Membership in the Student Council shall meet the Academic Eligibility Requirements set forth in the Student Handbook before taking out nomination papers.

Section 3. Each Candidate for Executive Board Membership shall file nomination papers with the Advisor(s) not later than one week prior to the election/interview date.

Section 4. Each nomination paper shall be processed by the Executive Board and/or Advisor(s), which shall have the power to declare any invalid nomination paper null or void.

Section 5. Elections/Interviews for Council Members shall be held during the month of May, the exact date to be determined by the Executive Board/Advisor(s).

Section 6. Not less than fifteen (15) signatures of Council Members in good standing and three (3) signatures from faculty (but not from the Advisor(s)) must be submitted on a nomination paper (standard form) before a Member is allowed to run for an Executive Board Position/elected office.

Article XIV

Community and Council Service Hours

Section 1. Consistent with the purpose of this organization, Student Council Members will be required to perform Community Service Hours. The number of Community Service Hours to be performed per semester will be decreed at the beginning of the school year by the Executive Board and/or the Advisor(s).

Section 2. Activities that qualify as Community Service Hours will be determined on a semester basis by decree of the Executive Board and/or the Advisor(s). A list of these activities will be published and posted in a central location at the beginning of each academic quarter.

Section 3. Any Member who does not meet the minimum Community/Council Service Hours requirements as decreed by the Executive Board and/or Advisor(s) in any given semester will be removed from Council. Exceptions may be granted for cause at the discretion of the Executive Board and/or the Advisor(s).

Article XV

Varsity Letter Requirements

Section 1. Qualifications for a Varsity Letter include: A. Attending at least two Council Meetings per month. B. Not missing more than one meeting per term without prior consent. C. Earning the required number of Community/Council Service hours. D. Having an active role in two committees throughout the school year. E. Meeting the Academic Eligibility Requirements set forth in the Student Handbook.

Section 2. Having an active roll in a committee can be defined as participating in most, if not all of the committee activities. A member is not allowed to miss one(1) committee activity without prior notification to another committee chairperson.

Section 3. A committee chairperson is allowed one(1) excused absence from a committee activity. If more than one(1) date is missed, that participation is not counted towards a Varsity Letter requirement.

Section 4. Any member who meets all the Qualifications for a Varsity Letter shall receive one at the end of the school year.

Section 5. Any member of the Council that has ever been removed from the Council is not eligible for a Varsity Letter.

Section 6. After a Varsity Letter is earned, the succession of awards earned is as follows: A. Student Council Patch B. Student Council Pin C. Student Council Chevron

Article XVI

Amendments

Section 1. This Constitution may be amended by a two-thirds vote of those present at a meeting called for that purpose, provided that the proposed amendment has been presented to the membership at least one meeting prior to the meeting at which it is to be voted upon.

Section 2. This Constitution may not be amended without the approval of the Principal.