

Constitution of the Student Council for Saint Jane Frances De Chantal School

PREAMBLE

We, the Associated Student body of Saint Jane Frances De Chantal School, do hereby establish and execute this constitution in order to represent the student body's need/wants, to coordinate activities, and to form a liaison between the faculty and the students.

ARTICLE I The Student Body

Section 1. Membership

All students of Saint Jane Frances De Chantal School are members of the Associated Student Body (ASB).

Section 2. Rights of members.

All members of the ASB have the right to:

- present questions and ideas to the council
- vote in all ASB elections in which they are eligible and attend all ASB functions for which they are eligible
- run for any office for which they are eligible

ARTICLE II Student Council

Section 1. Name

The system of student government representing the ASB is called Student Council.

Section 2. Organization

a.) All legislation will take place in the Student Council

- The Executive Council will include, but not be limited to, the following: President, Vice President, Treasurer, Secretary, Outreach (est. 2009)

ARTICLE III. Sources of Authority

All student power and privileges are delegated by the principal. In all instances, the Principal, or his/her delegate, has final authority to accept or reject ideas, projects, or activities of the Student Council.

ARTICLE IV. Officers and Duties

Section 1. President

- is the official representative of St. Jane Frances De Chantal School and interpreter of this Constitution
- will preside over meetings of the Student Council, assign tasks, and oversee work

Section 2. Vice President

- will assume duties of the president in his/her absence and will fill in for treasurer or secretary as needed

Section 3. Treasurer

- is responsible for keeping accurate records of expenses and revenues and reporting records

Section 4. Secretary

- has the responsibility to take accurate notes at all meetings and the distribution of minutes to the Executive Council members, principal, and faculty prior to the next meeting.

Section 5. Representatives

- are responsible for presenting class ideas to the Student Council, presenting the class with information from the Council meetings.
- are responsible for bringing ideas to Student Council from the lower grade class to which they are assigned and presenting information from Council meetings to his/her assigned class.

ARTICLE V. Qualifications

Section 1. ASB Officers

- a.) All candidates for the Executive Council must have parental permission, the signature of the principal, the homeroom teacher, and the assigned moderator for Student Counsel.
- b.) In addition, they may not have any failing grades or less than satisfactory in Conduct, Effort, and minor subjects in the third trimester.

Section 2. Specific qualifications for Executive Officers

- a.) President and treasurer must be eighth graders in good academic standing.
- b.) Vice President and secretary must be seventh graders in good academic standing.

Section 3. Class Representatives

- a.) Each class, grades 4 through 8, will elect two students to represent them and their assigned lower grade at Student Council meetings.

Section 4. Membership Specifications

- a.) All members of Student Council must maintain a passing average and a Satisfactory in Conduct, Effort, and all minor subjects unless said requirement is waived by the principal.
- b.) All members must adhere to the conditions set forth in the Code of Conduct. A breach, or repeated breaches, of the student code of conduct will result in dismissal from the council. [Article VII, Section 3]

ARTICLE VI. Voting Procedures

Election of council officers will be held in September

- a.) Letters of intent, containing the name of the office being sought, the date, and the signature of the candidate and his/her parents are to be filed with the moderator.
- b.) Students in grades 4 through 8 are eligible to vote. Homeroom elections for grades 4, 5, and 6 can take place prior to the election of the Executive Officers. Elections for 7th and 8th grade homeroom representative will follow the election of the Executive board
- c.) In all elections, a simple majority process is required. To attain a winner.

ARTICLE VII. Vacancies

Section 1. Vacancies

- a.) a vacancy can be declared if any Council member is unable to perform his/her duties because of illness, expulsion, suspension, resignation, transfer, or impeachment.
- b.) a vacancy can be declared for two missed meetings/activities if the misses are unexcused.

Section 2. Filling Vacancies

- a.) If an Executive officer is lost from Council, a special election can be held, or the moderator can select a new candidate and vote within the Executive Council on the candidate. This second method is to be employed at the discretion of the moderator and its use is advised in situations of potential embarrassment to the former council member, or if the term of office is three-quarters completed.
- b.) If a representative is lost from council, the teacher of the appropriate class shall fill the vacancies either by election or teacher can selection.

Section 3. Impeachment (formal removal from office)

- a.) Grounds for impeachment include the failure to perform assigned duties, a *breach, or repeated breaches, of the student code of conduct* [as determined by the principal/moderator] or the violation of any provision in this constitution. If offense is serious, the moderator, in conjunction with the principal may dismiss the council member without adherence to the impeachment procedures set forth in this document.

b.) Impeachment procedures

- Impeachment of an officer must start in council; any member of council may initiate the process.
- A special meeting shall be called by the President. If the president is the accused, the duties will fall to the Vice President.
- At this special meeting each side is allowed to present its case with the moderator or principal monitoring the debate..
- The Executive Council will vote, excluding the accused if he/she is an executive member.
- The final action taken is left to the discretion of the moderator and principal.

ARTICLE VII. Executive Council

The Executive Council will act on and enforce all projects deemed practical by the Student Council and approved by the faculty and administration. They will ensure the proper organization and operation of all ASB activities. They will inform the administration of all student government affairs.

ARTICLE IX. Methods of Legislation

- a.) Motions must be initiated in the Student Council
- b.) If a motion is voted favorably by a simple majority of the Council, and the approval of the principal work may begin on it immediately.
- c.) If an idea is initiated by a class, it must be presented to the Council, and then voted upon.
- d.) All voting is decided by a simple majority with the exception of financial matters.
- e.) Motions passed by the Council must be submitted to the principal for approval. Before approval is given, motions may be presented to the faculty for discussion or input.

ARTICLE X. Meetings

Section 1. Meetings of the Student Council

- a.) Each meeting must have an agenda supplied by the president or moderator.
- b.) The Student Council will meet on the first Monday of the month unless otherwise arranged. [Amended 9/95 from 2 meetings per month]
- c.) The minutes from any class meeting held will be read at the start of the Council meeting by each representative.
- d.) The President and Vice President are responsible for an orderly meeting.
- e.) The President may call a special meeting given sufficient notification to all members.

Section 2. Class Meetings

- a.) will be held at the discretion of the homeroom teacher.

ARTICLE XI. Amendments.

- a.) An amendment to this document may be initiated by any member of the Council, faculty, or administration.
- b.) Amendments, not fiscal in nature, must be passed by a simple majority vote.
- c.) Fiscal amendments need a two-thirds majority and administrative approval.
- d.) All amendments must be approved by the School administration (Principal) before being enacted.