

# CONSTITUTION OF THE STUDENT COUNCIL OF ST. JOHN REGIONAL CATHOLIC SCHOOL

## Article I: Name

The name of this organization shall be the Student Council of Saint John Regional Catholic School, hereinafter referred to as the Student Council.

## Article II: Purpose

The purpose of the Student Council shall be:

- (A) To discuss ideas and problems relating to the student body and make appropriate decisions or recommendations.
- (B) To encourage a high standard of scholastic achievement.
- (C) To assist the Principal and the Administration with school policy.
- (D) To encourage student participation in all school activities and to develop school spirit.
- (E) To develop organizational skills through the execution of various activities.
- (F) To promote good leadership and citizenship through the practice of self-government.

## Article III: Powers of the Student Council

The Student Council shall:

- (A) Assist the Administration and Faculty in any way possible.
- (B) Pass legislation beneficial to the students and faculty of SJRCS. All actions must have the approval of the Advisor, a faculty member appointed by the Principal, and School Administration.
- (C) Recommend initiation of extra-curricular activities beneficial to the students of the school.
- (D) Appropriate all funds to be used for Student Council activities and projects.

## Article IV: Membership

All students of SJRCS 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade are honorary members of the Student Council. They have the right to attend meetings and speak on any issue, but they do not have the right to vote on legislation. They must present written permission from the classroom teacher to attend a meeting and submit a written request to the Executive Committee outlining their topic of discussion one day prior to the meeting.

The voting membership of the Student Council shall be composed for two (2) representatives, elected from each homeroom in grades six (6), seven (7) and eight (8).

The duties of the representatives shall be:

- (A) To attend all regularly scheduled Student Council meetings and any special meetings called by the President. A representative may be excused from a meeting if he/she presents a valid reason to the President. A valid reason shall be:
  1. An excused absence from school on the day of a meeting.
  2. A note signed by the teacher stating that the representative is unable to attend.

Article IV (Continued)

- (B) Three (3) unexcused absences from Student Council meetings shall result in immediate dismissal of the representative from the Student Council and a representative shall be elected at once by the homeroom involved.
- (C) Representatives should express the views of their homerooms at Student Council meetings.
- (D) Representatives must give an accurate account of Student Council proceedings to their classmates.
- (E) The advisor shall have the right to put on probation any member of the Student Council who has any grade lower than a C (75%) on an interim or term report. The advisor may place a member on probation for behavior and has the right to dismiss any member of the Student Council who has caused undue embarrassment, is extremely uncooperative, or is doing any other cause worthy of such action if their offenses are repeated during probation.
- (F) Representatives must have attended SJRCS for at least one (1) year.

Article V: Officer

The officers of the SJRCS Student Council shall be President, Vice-President, Secretary, Treasurer and Parliamentarian. All candidates for office and all elected officers shall have attained a "B" (85%) grade point average with no lower grade than a "C" (75%) with a "Satisfactory" effort and conduct and shall maintain this standard throughout the entire tenure of office.

The qualifications and duties of the office of President shall be:

- (A) President shall be a member of the eighth (8<sup>th</sup>) grade during the term of office and shall have been enrolled at SJRCS for at least two (2) years prior to election, i.e. attended SJRCS in sixth (6<sup>th</sup>) and seventh (7<sup>th</sup>) grade.
- (B) President shall be duly elected except in the event of impeachment or resignation in which case the Vice-President assumes the office.
- (C) President shall:
  1. Preside over all meetings.
  2. Appoint competent committee chairpersons for all committees.
  3. Appoint all committee members
  4. Serve as ex officio member on all committees.
  5. Act as liaison to the community for the school.
  6. Cast a vote to break a tie.
- (D) President shall have the power to veto within seven (7) school days. A written veto must be submitted to the Student Council citing specific reasons for action. A two-thirds (2/3) vote of the Student Council representatives shall override the President's veto.

The qualifications and duties of the Vice-President shall be:

- (A) Vice-President shall be a member of the seventh (7<sup>th</sup>) grade and shall have been enrolled at SJRCS for at least one (1) year prior to election, i.e. attended SJRCS for sixth (6<sup>th</sup>) grade.

**Article V (Continued)**

**(B) Vice-President shall:**

1. Aide the President in any way possible.
2. Preside over meetings when the President is absent.
3. Lead the Student Council meeting in prayer and Pledge to the Flag.

The qualifications and duties of the Secretary shall be:

**(A) Secretary shall be a member of the seventh (7<sup>th</sup>) or eighth (8<sup>th</sup>) grade and shall have been enrolled at SJRCS at least one (1) year prior to election, i.e. attended SJRCS for sixth (6<sup>th</sup>) and/or seventh (7<sup>th</sup>) grade.**

**(B) Secretary shall:**

1. Take attendance at all meetings.
2. Take accurate notes on the proceedings.
3. Publish minutes of all the meetings and distribute them to all the representatives.
4. Handle all correspondence of the Student Council.
5. Read the minutes for approval at each meeting.

The qualifications and duties of the Treasurer shall be:

**(A) The Treasurer shall be a member of the seventh (7<sup>th</sup>) or eighth (8<sup>th</sup>) grade and shall have been enrolled at SJRCS for at least one (1) year prior to election, i.e. attended SJRCS for sixth (6<sup>th</sup>) and/or seventh (7<sup>th</sup>) grade.**

**(B) Treasurer shall:**

1. Be responsible for all Student Council Funds.
2. Present a report at each meeting.
3. Supervise the paying of all Student Council bills.
4. Maintain accurate records of all accounts.

The qualifications and duties of the Parliamentarian shall be:

**(A) Parliamentarian shall be a member of the seventh (7<sup>th</sup>) or eighth (8<sup>th</sup>) grade and shall have been enrolled at SJRCS at least one year prior to assuming office, i.e. attended SJRCS for sixth (6<sup>th</sup>) and/or seventh (7<sup>th</sup>) grade.**

**(B) Parliamentarian shall be chosen by the Advisor in consultation with the President.**

**(C) Parliamentarian shall:**

1. Assist in using parliamentary procedures during all meetings.
2. Serve as a member of the Constitution Revision Committee.
3. Have a vote in the Student Council.
4. Report to Student Council on parliamentary concerns.

The resignation of any officer, other than the President, will result in an appointment to fill the office by the Advisor and remaining Executive Committee members.

**Article VI: Meetings**

The Student Council shall meet every month on a day and time specified by the Advisor. The President has the power to call an emergency meeting with the consent of the Advisor.

### **Article VII: Standing Committees**

The following standing committees shall be used: Executive, Elections, and Publicity.

- (A) The Executive Committee shall consist of Student Council officers and may be called to meet by the Advisor at any time deemed necessary.
- (B) The Election Committee shall consist of all eighth (8<sup>th</sup>) graders in the Student Council. The chairman will be an eighth (8<sup>th</sup>) grader voting member appointed by the President and Advisor. The Election Committee shall set the date for the Primary and the School Elections and assist in the ballot distribution and tallying. Results of the election will be released by the Advisor.
- (C) The Publicity Committee shall be chaired by the Secretary assisted by the other Student Council members appointed by the President as needed. The committee shall publicize all council activities in school publications and other media.

### **Article VIII: Committee Procedures**

All Standing Committee and Temporary Committees, formed for special purposes, shall follow the same procedures.

- (A) Chairpersons and committee members shall be appointed by the President and shall decide on any preparations or ideas for their committee purpose.
- (B) Committee plans shall then be approved by the Adviser.
- (C) Committee reports are to be given at the next meeting of the Student Council for action.

### **Article IX: Election of Officers**

Election and election proceedings of the Student Council shall take place during the month of April or May at the Advisor's discretion.

- (A) All candidates shall be self-nominated by presenting a petition signed by twenty (20) students of SJRCS in grades seven (7) and eight (8). The process shall be completed at a time designated by the Election Committee and the Advisor.
- (B) The campaigning, including posters, signs, buttons, etc., shall be held on dates designated by the Election Committee, Advisor, and Principal. Any candidate violating the campaign rules shall be disqualified.
- (C) A Primary election shall be held to select two (2) candidates for each office after the campaigning. The two (2) candidates with the most votes for each office will be placed on the School Election Ballot.
- (D) The Election Committee, Advisor, and Principal shall designate a date for the Election Assembly when candidates on the School Election Ballot will give speeches to the seventh (7<sup>th</sup>) and eighth (8<sup>th</sup>) graders.
- (E) Following the Election Assembly, the Election Committee will distribute, collect, and tally paper ballots to the seventh (7<sup>th</sup>) and eighth (8<sup>th</sup>) grades that are eligible to vote.

- (F) Results of the election shall be announced by the Advisor on the next regular school day following the election. Candidates receiving the most votes in each category shall be declared the winners.
- (G) The installation of the new officers shall be held as soon as possible after the elections are completed.
- (H) All candidates shall have the right to call for a recount of the votes for a week following the election.
- (I) All campaign materials must be taken down once balloting has been done.

#### **Article X: Class Representatives**

At an Executive Committee meeting held on September 29, 2008, the following change was made in requirements and procedures for selecting class representatives.

- (A) Any student who wishes to be considered as a class representative must have no grades lower than a C on an interim or progress report.
- (B) Candidate must have satisfactory effort and conduct.
- (C) Candidate must have been a student at SJRCS for one year.
- (D) Any student who wishes to be considered as a class representative must complete a form and submit to his/her homeroom teacher for verification of grades.
- (E) Once grades have been verified, homeroom teachers will allow time for students to present to their homeroom members why they would like to be their representative on Student Council.
- (F) Homeroom members will vote by secret ballot. The names of their two choices for class representative should be written on the ballot.
- (G) Homeroom teachers will tally the ballots and send the class selections to the Principal and will also announce the selected students in their homerooms.

#### **Article Xi: Amendments**

- (A) Proposed amendments to the Student Council Constitution must be presented to all Student Council members in writing two (2) weeks prior to a regular scheduled meeting. The proposed amendment shall then be voted on at the meeting.
- (B) Amendments on the Constitution must have a three-fourth (3/4) majority vote of the Student Council to pass.
- (C) Rules and regulations of SJRCS shall always take precedence over any conflicting rules or regulations which might be adopted by the Student Council.
- (D) Revisions of the Constitution should be made a five (5) year intervals or whenever deemed necessary.