

## **PREAMBLE**

We, the students of Haynes Academy for Advanced Studies High School, in order to create a greater sense of responsibility, and cooperation among the students, faculty, and administration and promote the general welfare of the school through the free exchange of ideas, do establish this Constitution.

## **MISSION**

The mission of The Student Council of Haynes Academy for Advanced Studies is to help our members become civic minded citizens by working together in our school and community related activities. The Student Council of Haynes Academy for Advanced Studies will be available to help all other organizations on campus both physically and financially; especially our class council branches.

## **ARTICLE I**

### **Name**

The name of the organization shall be  
The Student Council of  
Haynes Academy for Advanced Studies

## **ARTICLE 2**

### **Membership**

#### **Section 1**

The Student Council of Haynes Academy for Advanced Studies shall consist of three main sections:

#### **A. The Student Council Executive Board**

The Student Council Executive Board shall consist of president, vice president, secretary, treasurer, parliamentarian, liaison, Sr. and Jr. historian, public relations. Adjunct members include the presidents of all four class councils.

**B. Student Senators-** All classes shall have a minimum of eight senators to be appointed at the beginning of each school year. All class senators shall also serve as Student Council senators. The classes shall be

defined as senior, junior, sophomore, and freshman body of students.

**C. Class Officers-** Class officers of the senior, junior, sophomore, and freshman classes shall serve as Student Council senators and consist of president, vice-president, secretary, and treasurer.

#### **Section 2**

All Student Council members must maintain a 2.5 GPA and no semester or final F's to remain on the Council. Members must maintain a record of good conduct throughout high school. Failure to carry out his/her duties and responsibilities, to maintain required qualifications or for any action that is detrimental to the welfare and best interest of the school and/or the Council shall result in suspension from the council permanently.

#### **Section 3**

All members begin the school year on probation until the following requirements are met. Once all requirements are met, the member is officially taken off probation and will be invited to attend Student Council induction. Anyone that does not meet the following requirements will be dropped from Student Council.

- A. Complete Intent-to-Run Form
- B. Earn required service hours for the first nine weeks period
- C. Promote School Spirit
- D. Pay dues in full
- E. Attend all meetings

#### **Section 4**

The classes shall elect the Student Council Officers and their class Officers during the month of April of the previous school year. Incoming classes shall elect their senators during or before the fourth week of school. All Student Council members shall hold their positions for one full school year.

#### **Section 5**

Unexcused absences from two regular meeting per nine-week period shall be sufficient for the removal of a member from the Student Council. Each member must fill

out a “Missed Meeting Form” after he/she misses a meeting. The advisor will then determine if the excuse is a sufficient cause to warrant an excused absence. Abuse of this privilege warrants removal.

\*participation in other extra curricular activities (ex. Sports, other clubs and/or organizations, after-school jobs, etc.) does not warrant an excused absence unless otherwise determined by the president of the Student Council of Haynes Academy for Advanced Studies.

### **Section 6**

To maintain membership in the Council, members must earn hours by participating in projects that provide service to the community and to the school. Each nine-week period, Senators must earn 12 hours of service. Class officers must earn 20 hours of service. Student Council officers must earn 25 hours of service. Failure to complete the necessary hours and points will result in probation for the first offense and removal for the second. Members will earn points for projects, which will be translated to hours once the member point total reaches 60. In-school projects and activities will count as points. All out of school or after school hours projects will counts as hours.

### **Section 7**

Students may not be placed on probation more than twice a school year.

### **Section 8**

Vacancies existing as the result of the absence, withdrawal, or removal of a Student Council Member shall be filled by presidential/advisor appointment to be approved by a vote of the Executive Board of the Council.

### **Section 9**

Any member who commits a disciplinary infraction; suspension, appears before honor council, etc., shall have their case reviewed and voted on by a quorum of Executive Board members and witnessed by the board of the class for which the member resides. If the offense for which the suspension was given is one, which is detrimental to

carrying out his/her duties and or commitment as a Student Council representative or board member, he/she will be permanently suspended from the Student Council and or places on probation. Any second disciplinary infraction the member will automatically be suspended from the Council permanently.

### **Section 10**

All decisions made by the Judicial Committee and approved by the faculty advisor shall be considered final with no benefit of appeal.

## **ARTICLE 3 Advisor**

There shall be at least one faculty advisor appointed by the principal.

The advisor shall make all decisions have final say on all Executive and class board decisions pending approval of the administration.

The advisor of Student Council shall make all decisions concerning elections:

- requirements for seeking office
- behavioral approval from administration
- extension of deadlines
- necessary adjustments to the ballot prior to elections
- decisions on dismissals from the ballot.

The advisor of Student Council shall make all decisions concerning admission and removal from the organization.

## **ARTICLE 4**

### **Officers**

#### **Section 1**

The Executive Board of the Student Council shall be president, vice- president, secretary, treasurer, parliamentarian, and liaison, senior and junior historian, yearbook editor, and director of broadcasting

#### **Section 2**

The president of the Student Council shall be a member of the senior class. The offices of vice-president, secretary, treasurer, parliamentarian, liaison, and historian shall be open to the various classes.

#### **Section 3**

The president of the Student Council cannot serve as president of any other organization on campus, including senior class. The president of the Student Council must have been a member of the Student Council of Haynes Academy for Advanced Studies the previous year.

#### **Section 4**

The Student Council Executive Board of president, vice-president, secretary, and treasurer shall be elected by approved new members and old members including graduating seniors, of the Student Council during the month of April of the previous school year. Parliamentarian, liaison, and historian shall be appointed by the president and advisor. Those interested in appointed positions must meet the advisor in March of previous school year for the necessary requirements.

#### **Section 5**

The Executive Board of the Student Council shall have the following duties:

##### **A. President**

- Shall preside at all Student Council meetings.
- Shall call special meetings when necessary.
- Shall serve on all committees.
- Shall represent Haynes Academy for Advanced Studies in any interschool

meeting.

- Must attend LASC Workshop and Convention

##### **B. Vice- President**

- Shall be ready to assume duties and responsibilities of the president at any time.
- Shall, in the event the president is dropped from the membership, be elevated the presidency and remain in that capacity.
- Shall appoint all necessary committees.
- Shall perform any duties assigned to him/her by the president.

##### **C. Secretary**

- Shall make and keep a record of the proceedings of the organization.
- Shall prepare and call roll.
- Shall attend to and keep a record of all important correspondence.
- Shall present minutes of the meetings to all members and the advisor within two days following regular meetings.
- Shall make weekly memos for the Council.

##### **D. Treasurer**

- Shall keep a record of all receipts and disbursements
- Shall be a Chairman/woman of ways and means committee, which shall decide whether to spend on any project which should arise.

##### **E. Parliamentarian**

- Shall see that the meetings of the Student Council are conducted according to parliamentary procedure.
- Shall insure that this Constitution is abided by in all actions of the Council.
- Shall see that order is kept at all meetings.

##### **F. Liaison**

- Shall serve as official spokesperson for the Council.
- Shall serve as official correspondent between the Council and the administration and faculty with the

- approval of the president.
- Shall serve as official announcer at all Council events with the approval of the president.

#### **G. Historian**

- Shall keep a scrapbook of all the Council activities, publicity, and projects.
- Shall keep a record of all points and hours earned by each member.
- Shall take photographs and videos of activities the Council sponsors

#### **H. Public Relations**

- Shall prepare publication for the local newspaper on Council activities.
- Shall produce advertisements for activities sponsored by the council.
- Shall prepare all Council announcements.

#### **Section 7:**

The Class Officers of the Student Council shall have these duties:

##### **A. President**

- Shall preside over all class meetings.
- Shall call special meetings when necessary.
- Shall serve to represent his/her class at any interschool conference.

##### **B. Vice- President**

- Shall be ready to assume the duties and responsibilities of president any time.
- Shall, in the event the president is dropped from the membership, be elevated the presidency and remain in that capacity.
- Shall appoint all necessary committees
- Shall perform any duties assigned to him/her by the president.

##### **C. Secretary**

- Shall make and keep a record of the proceedings of the organization
- Shall prepare and call roll.
- Shall attend to and keep a record of all important correspondence.
- Shall present minutes of the meeting to all class members, the Class sponsor,

and the Student Council advisor within two days following the meetings.

#### **D. Treasurer**

- Shall keep a record of all receipts and disbursements.
- Shall decide whether or not to spend money on any project which arises.

### **ARTICLE 5 Meetings**

#### **Section 1**

Meetings shall be held twice a month, every other Monday, and will last the entire lunch period unless otherwise notified. Meeting dates will be distributed at the beginning of the school year.

#### **Section 2**

The Executive Board will meet every Monday during the lunch period. The president, vice president, secretary, treasurer, parliamentarian, liaison, Sr. and Jr. historian, director of public relations, yearbook editor, and broadcast director along with the presidents of the Senior Class, the Junior Class, and the Sophomore Class.

#### **Section 3**

The Executive Board will discuss all matters related to Student Council during the Monday meeting time.

#### **Section 4**

The President of the Student Council will preside over the Executive Board meeting.

#### **Section 5**

The President of the Student Council will recognize anyone wishing to speak during the meeting time.

#### **Section 6**

In order to be considered present at a meeting, one must be seated for roll call not later than 5 minutes prior to the start of the meeting. If a member signs in and leaves before the meeting is adjourned, the member forfeits his or her presence and will be marked absent.

### **Section 7**

Meetings are a time to discuss important issues and not to cause disruptions. A disruption is talking out of turn, making loud noises, and drawing unnecessary attention to you. In order to voice an opinion, one must be recognized by the chair. Those who disrupt meetings will first be given a warning, second, receive a deduction of 20 points, and third, will be removed from the meeting and issued an absence for that meeting. Students will be awarded one out of service for attending meetings.

### **Section 8**

Special meetings may be called at the discretion of the president and advisor.

### **Section 9**

Members will receive one hour of service for each meeting attended.

### **Section 10:**

Students may attend any meeting of the Student Council as nonvoting observers, except when the membership votes by a three-fourths majority to hold closed meetings.

### **Section 11**

Meetings shall be conducted according to Robert's Rules of Order.

The order of business at all regular meetings shall be:

- A. Call to order/Roll call
- B. Pledge of Allegiance
- C. Reading and approval of the minutes
- D. Report of the treasurer
- E. Reading of all committees
- F. Reports of all committees
- G. Unfinished business
- H. New business
- I. Adjournment

### **Section 12**

A majority of the members of the Council shall constitute a quorum. All motions up for vote may only be voted on in the presence of a quorum.

The President of the Student Council shall have final say on all decisions made at the

Executive Board meeting and the body meetings

## **ARTICLE 6**

### **Activities**

All Student Council Members shall remain active in our school and in the community by participating in all activities sponsored by the organization. The Student council shall remain active by:

- A. Promoting and conducting all Homecoming activities
- B. Promoting/conducting all Student Council Week Activities
- C. Promoting/conducting school dances
- D. Collecting and disbursing special funds approved by the faculty advisor
- E. Promoting inter-organizational cooperation
- F. Sponsoring and collecting monies for needy organizations
- G. Organizing activities to assist the community
- H. Promoting a friendly environment between the Council and the administration, faculty and staff
- I. Performing such other duties as may come before the Council
- J. Relating student problems coming before the Council to the appropriate authority for correction
- K. Assisting in the promoting and conducting of assembly programs
- L. Managing elections
- M. Organizing class sponsored activities
- N. Supervising interscholastic activities
- O. PROMOTING SCHOOL SPIRIT

## **ARTICLE 7**

### **Veto**

The president shall have the right to veto any act, amendment, or resolution that has been passed by the Student Council, provided that he/she presents to the Council his/her reason for such action. A two-thirds vote of the entire membership of the Council shall override the president's veto.

## **ARTICLE 8**

### **Amendments**

This constitution may be amended by a simple majority vote of the entire membership of the Council.

## **ARTICLE 9**

### **Dues**

Each member of the Student Council of Haynes Academy for Advanced Studies is required to pay dues of \$20. Dues include a Student Council Tshirt. Dues will be collected the first three weeks of school. Members will be awarded one hour of service once dues are paid. Dues will be used for the general operating fund of the Student Council and the school.

## **ARTICLE 10**

### **Class Shirts**

All shirts shall contain the names Haynes Academy. Shirts may not contain images of violence, weapons, drugs, gangs, sex, improper language, slang, and incorrect grammar. The principal must approve all shirt designs before shirts may be ordered and printed.

## **ARTICLE 11**

### **Ratification**

Immediately upon the approval of the Student Council of Haynes Academy for Advanced Studies, this constitution shall go into effect.

As a sitting member of the Executive Board of The Student Council of Haynes Academy for Advanced Studies, I hereby ratify this Constitution in its current form for the 2015-2016 school year.

## **Executive Board Members**

Student Council President

Student Council VP

Student Council Treasurer

Student Council Secretary

Parliamentarian

Liaison

Public Relations

Historian

Adjunct Members

Senior President

Junior President

Sophomore President

Freshman President

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