

WHITE KNOLL HIGH SCHOOL STUDENT BODY CONSTITUTION

Preamble

We, the students of White Knoll High School, in order to unite all students in an effective organization and to establish a more perfect union between students, faculty, and community of our school do hereby set forth and sanction this constitution.

ARTICLE I THE ESTABLISHMENT OF STUDENT GOVERNMENT

Section 1 NAME

The name of this organization shall be the White Knoll High School Student Government Association.

Section 2 ASSOCIATION

This organization shall maintain membership in good standing with the following organizations: The Student Council Coalition (SCC). The yearly renewal of the Associations charter and payment of annual dues to said organizations shall be the responsibility of the Student Body President and the appointed Faculty Advisor. It shall be the standing policy of this organization to make a good faith effort to participate in and attend the various conventions of the previously mentioned organizations throughout the school year.

Section 3 PURPOSE

The purpose of this group is to give each student of White Knoll High School an opportunity to:

Render service to the school by participating in various school and community functions.

Build school spirit and loyalty.

Encourage high morals and standards among its members.

Develop the ability to work as part of a group in achieving common goals.

Function as a leader by setting the example, with proper attitude and behavior in the classroom and the community.

Develop self-discipline and self-confidence.

ARTICLE II MEMBERSHIP

Section 1 COMPOSITION

This group shall consist of the elected officers (Student Body President, Student Body Vice-President, Student Body Secretary/Treasurer, Senior Class President, Junior Class President, Sophomore Class President, Freshman Class President), Appointed Members (Chief of Staff and Historian), the Judicial Council, and councilmen of the Freshman Class Council, Sophomore Class Council, Junior Class Council, and the Senior Class Council.

ARTICLE III ORGANIZATION OF STUDENT GOVERNMENT

Section 1 THE EXECUTIVE CABINET

Elected officers and all appointed positions shall form the Executive Cabinet. All elected officers shall be elected in a manner provided for by the Constitution and Constitutional Codes of Student Government.

A. ELECTIONS AND APPOINTMENTS OF THE EXECUTIVE CABINET

The Student Body President, Student Body Vice-President, Student Body Secretary/Treasurer, Senior Class President, Junior Class President, Sophomore Class President, Freshman Class President, shall be elected by receiving a plurality of the vote. In the event of a tie for any position, a special run-off election shall be held within a week of the original election.

Once all elections are completed, the incoming Student Body President, in conjunction with the Faculty Advisor(s) shall complete the appointments of the Historian and Chief of Staff.

B. INSTALLATION OF EXECUTIVE CABINET MEMBERS

Installation of all new incoming officers shall be held once all Executive Offices have been filled. All new officers shall take the following oaths upon being sworn into office:

On my Honor, I _____ (name of executive officer), do solemnly affirm to faithfully execute the office of _____ (name of executive office) and to cooperate with the faculty and student body, and to preserve, protect, and defend the constitution of White Knoll High School.

or

As a class officer/ appointed officer, I pledge to uphold the duties of my position with honesty and fairness. I pledge to contribute to the well being of the student government association and White Knoll High School to the best of my ability.

C. DUTIES AND POWERS OF THE EXECUTIVE CABINET (STUDENT BODY OFFICES)

1. The Student Body President shall:
 - a. Serve as chairperson of the Executive Cabinet.
 - b. Serve as an official representative of the student body.
 - c. Assist in planning and carrying out all Student Government Association sponsored activities.
 - d. Appoint chairpersons of committees as necessary.
 - e. Assume duties and responsibilities as designated by the Student Government Association Advisor(s).
 - f. Assume duties and responsibilities as designated by the Principal of White Knoll High School.
 - g. Plan and execute the annual Mr. Timberwolf Pageant.

4. The Historian shall:
 - a. Be responsible for recording, photographing, and documenting the events and activities of the Student Government Association over the course of the year.
 - b. Prepare the Student Government Association documents for competition at the SCC Exchange.
 - c. Perform duties assigned by Student Government Association Advisor(s) and Class Sponsor(s).

5. The Chief of Staff shall:
 - a. Serve as the administrative officer for the President and Vice-President.
 - b. Be responsible for keeping order at all meetings of the Student Government Association.
 - c. Help to recruit students into the Student Government Association.
 - d. Advertising all meetings and events of the Student Government Association by hanging the prepared Student Government Association announcement flyers and assisting the Student Government Association advisor(s) in preparing and distributing Student Government Association information packets.
 - e. Perform duties assigned by Student Government Association Advisor(s) and Class Sponsor(s).

D. DUTIES AND POWERS OF THE CLASS OFFICERS

Each class within White Knoll High School shall elect a class President.

1. The Class President shall:
 - a. Conduct all class and committee meetings.
 - b. Attend all Executive Cabinet, Senate, and Class meetings unless otherwise excused.
 - c. Supervise class activities.
 - d. Preside over Class Council meetings.
 - e. Assist Class Council in the performance of their duties and execution of class activities.
 - f. Perform duties assigned by Student Government Association Advisor(s) and Class Sponsor(s) including the chairing of a Student Government committee.
 - g. Perform duties and responsibilities as designated by the Principal of White Knoll High School.
 - h. Present a copy of his/her report card to the Student Government Association Advisor(s) within one week of issuance.

E. TERM OF OFFICE

The President, Vice-President, and Secretary-Treasurer of the Student Government Association and all class officers elected and appointed shall maintain in good conduct their respective offices from the Inauguration of the President to the Inauguration of the new President.

Section 2 THE STUDENT SENATE

The function of the Student Senate shall be to serve as a conductor of information between the Executive Cabinet, Class Councils, and the Student Body. The Student Senate shall also represent the interest of individual students and grade levels at Class Council meetings.

APPOINTMENTS OF THE CLASS COUNCILMEN

Each Class Council shall consist of five (5) members, not including Executive Cabinet Officers. Once all Student Body and Class President elections are competed, the application process will be opened, in which general members of the Student Body will be allowed to apply for a class councilmen position. Once the one week application process has been closed, the Faculty Advisor(s) shall interview each applicant and then select and complete the appointments of the class councilmen.

DUTIES AND POWERS OF THE CLASS COUNCILMEN

1. The Class Councilmen shall:
 - a. Maintain a positive behavior and exemplary character throughout the duration of his/her term.
 - b. Attend all scheduled meetings of the class and monthly senate meetings and activities unless otherwise excused by the Judicial Council.
 - c. Vote upon any constitutional amendment presented before the Senate.
 - d. Vote upon the confirmation of members of the Judicial Council.
 - e. Serve as a member of a Student Government project committee.
 - f. Assist with all class functions and fundraisers.

TERM OF OFFICE

The Members of the Class Council shall maintain in good conduct their respective office and shall serve for the duration of the school year in which they are appointed.

Section 3 THE JUDICIAL COUNCIL

The function of the Judicial Council shall be to review and rule on Student Government Association constitutional challenges, be consulted on any constitutional amendment, and determine the validity of all excuses for missed meetings. The rulings of the Judicial Council stand as ruled.

A. APPOINTMENTS OF THE JUDICIAL COUNCIL

The Judicial Council shall consist of 3 student Justices. The Judicial Council shall be appointed by the Student Body President, Student Body Vice-President and Student Body Secretary-Treasurer through an application process that will be opened when a seat on the Judicial Council is vacant and then voted upon by a 2/3 vote of the Student Senate.

B. DUTIES AND POWERS OF THE JUDICIAL COUNCIL

1. The Chief Justice shall:

- a. Maintain a clean discipline record.
- b. Maintain a positive behavior and exemplary character throughout the duration of his/her term.
- c. Attend all scheduled meetings of the Judicial Council.
- d. Summon elected officers/ appointed officers and councilmen who are absent or have failed to complete part of their duties to the Judicial Council meeting.
- e. Serve as chair of the court of impeachment.
- f. Preside over all Judicial Council meetings which take place once per month
- g. Help in writing the constitutional amendments when called upon
- h. Maintain a list of all decided excused and unexcused absences of the Student Government Association members and supply this list to the Secretary-Treasurer.

2. The Associate Justices shall:

- a. Maintain a clean discipline record.
- b. Maintain a positive behavior and exemplary character throughout the duration of his/her term.
- c. Attend all scheduled meetings of the Judicial Council.
- d. Help in writing the constitutional amendments when called upon
- e. Assist the Chief Justice in deciding the validity of the excused and unexcused absences of the members of the Student Government Association.

C. TERM OF OFFICE

The Members of the Judicial Council shall maintain in good conduct their respective office and after being appointed to the Judicial Council shall serve a period of no longer than four years.

ARTICLE IV ELECTIONS AND QUALIFICATIONS

Section 1: TIMELINE FOR ELECTIONS

Elections for Student Body President, Student Body Vice-President and, Student Body Secretary/Treasurer shall be held during the month of April or May and must precede the elections for the listed Class Officers of Senior Class President, Junior Class President, Sophomore Class President by at least one week. In the event that a candidate does not win the Student Body Office they ran for, the candidate may file for a Class Officer position without completing a separate application, however they must attend the mandatory meeting.

Elections for the listed Class Officers of Senior Class President, Junior Class President, Sophomore Class President, and must be held during the month of April or May and must follow the elections of Student Body Offices by at least one week.

Elections for the Freshman Class President shall be held during the month of September.

Section 2: QUALIFICATIONS FOR OFFICE

A. QUALIFICATIONS FOR STUDENT BODY OFFICES

1. President, Vice President, and Secretary-Treasurer
 - a. All candidates for Executive Office shall have served a minimum of one FULL year within Student Government. This shall include Class Council, Class Officer, or Executive Officer.
 - b. If have been previously been placed on watch or removed from an office, he/she may not run for office.
 - c. Maintain a "B" average (3.0 GPA) with no failures in any courses.
 - d. Have/maintain a clean discipline record.
 - e. Attend all scheduled candidacy meetings.
 - f. Receive a positive recommendation from your class advisor.
 - g. Complete a successful interview.
 - h. Act honorably at all times and preserve the dignity of the office to which he/she is elected.
 - i. Function in the capacity as set forth by this document.
2. The Student Body President shall be a rising senior at the time of his/her election.
3. The Student Body Vice-President shall be a rising junior or senior at the time of his/her election.
4. The Student Body Secretary-Treasurer shall be a rising sophomore, junior, or senior at the time of his/her election.

B. QUALIFICATIONS FOR CLASS OFFICE

1. Class President
 - a. Maintain a "B" average (3.0 GPA) with no failures in any courses.
 - b. Have/maintain a clean discipline record.
 - c. Attend all scheduled candidacy meetings.
 - d. Complete a successful interview.

- e. Act honorably at all times and preserve the dignity of the office to which he/she is elected.
- f. If have been previously been placed on watch or removed from an office, he/she may not run for office.
- g. Function in the capacity as set forth by this document.

C. QUALIFICATIONS FOR CLASS COUNCIL

- 1. Class Councilman
 - a. Maintain a "B" average (3.0 GPA) with no failures in any courses.
 - b. Complete a successful interview.
 - c. Act honorably at all times and preserve the dignity of the council office.
 - d. If have been previously been placed on probation or removed from an office, he/she may not serve on council.
 - e. Function in the capacity as set forth by this document.

Section 3: PROCEDURE FOR REMOVAL FROM OFFICE

A. REMOVAL AND REPLACEMENT OF OFFICERS AND COUNCILMEN

Should an officer of the Executive Cabinet or a Councilmen fail to meet his or her obligations as described in this constitution, the Student Body President, after discussion with the Faculty Advisor(s), is granted the authority to propose the removal of the said officer or councilmen from the position. In such cases, the proposal of removal of the officer or councilmen must be presented to the principal. Once the proposal has been submitted to the Principal, a proceeding of removal will take place in which the Chief Justice will preside. Removal will require a two-thirds vote of the Executive Cabinet. The officer or councilmen recommended for removal may participate in the discussion, but may not vote in this preceding.

Should the Student Body President fail to meet his or her obligations, the Student Body Vice President, after discussion with the Faculty Advisor(s) and approval from the principal, is granted the authority to propose the removal of the President from office. In such cases, a proceeding of removal will take place in which the Chief Justice will preside. Removal will require a two-thirds vote of the Executive Cabinet. The Student Body President may participate in the discussion, but may not vote in this preceding.

Any officer, elected or appointed, may resign his or her office by offering a written letter to such ends to the Executive Cabinet at the next regularly scheduled meeting.

Upon resignation or removal, the replacement for the position will occur. In the event that the Student Body President's office is vacant, the Student Body Vice-President will fill the position. In the event that a class President's office is vacant, an internal election will occur among the respective Class Council to replace the President. When the position of the President has been filled, a reserve member who had applied for the Class Council, but did not become an immediate member of the Class Council, will then be elevated to the position of a Class Councilman.

ARTICLE V ATTENDANCE POLICY

Section 1: PROCEDURES FOR CONDUCTING ATTENDANCE EVALUATION

- A. All members are to attend meetings and events unless otherwise excused.
 - a. The Executive Cabinet will meet once in a period of fourteen (14) days unless otherwise noted.
 - b. White Knoll High School Student Government Student Senate will meet once every month unless otherwise noted.
 - c. The Judicial Council will meet during the last week of the month to conduct judicial business.
- B. All Executive Cabinet officers are allowed three (3) unexcused absences during their term, including meetings and events. Once the limit has been exceeded, dismissal from office proceedings will begin.
 - a. A WRITTEN EXCUSE must be turned in within one week of the missed event, and the Judicial Council along with guidance of the Student Government Association Advisor(s) will determine the validity of the excuse.
 - b. The member who obtained the absence must be present at the Judicial Council meeting to defend their excuse.
- C. All Councilmen are allowed three (3) unexcused absences, including meetings and events. Once the limit has been exceeded, dismissal from office proceedings will begin.
 - a. A WRITTEN EXCUSE must be turned in within one week of the missed event, and the Judicial Council along with guidance of the Student Government Association Advisor(s) will determine the validity of the excuse.
 - b. The member who obtained the absence must be present at the Judicial Council meeting to defend their excuse.

ARTICLE VI MEETINGS OF THE STUDENT GOVERNMENT ASSOCIATION

Section 1: MEETINGS OF THE EXECUTIVE CABINET

- A. The regular order of business for a meeting of the Executive Cabinet shall be:
 - a. Call to Order/ Welcome
 - b. Reading of the Minutes
 - c. Old Business
 - d. New Business
 - e. Class Reports
 - f. Committee Reports
 - g. Miscellaneous Items
 - h. Date of next Meeting
 - i. Adjournment

Section 2: MEETINGS OF THE STUDENT SENATE

- A. The regular order of business for a monthly meeting of the Student Senate shall be:
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Inspiration
 - d. Reading of the Minutes
 - e. Financial Report
 - f. Officer Reports
 - g. Guest Speaker/Ceremonial Functions (where necessary)
 - h. Old Business
 - i. New Business
 - j. Announcements
 - k. Adjournment

Section 3: MEETINGS OF THE JUDICIAL COUNCIL

- A. All meetings of the Judicial Council shall be conducted using the following order:
 - a. Call to Order
 - b. The Chief of Staff shall say the following phrase: *"The Honorable Chief Justice and the Associate Justices of the Judicial Council of the Student Government Association of White Knoll High School. Oyez! Oyez! Oyez! All persons having business before the Honorable Judicial Council of the Student Government Association of White Knoll High School are admonished to draw near and give their attention, for the Council is now sitting. May the decisions of this court be honorable"*
 - c. Reading of the cases to be decided during the meeting
 - d. Approval of cases as read
 - e. Call of each case
 - f. Case discussions (each discussion will be no more than 4 minutes)
 - g. Decisions of all cases
 - h. Adjournment
- B. In accordance with their duties, the Justices will provide members at the meeting with a typed or legible explanation of the decisions of the day; this must be published no more than 24 hours after the meeting.

Section 4: GENERAL INFORMATION ON ALL MEETINGS

- A. In accordance with their duties, the Vice-President shall provide members at all meetings except the Judicial Council meetings, with a typed or otherwise legible explanation of the orders of the day.
- B. In cooperation with the Student Government Advisor(s), the Executive Cabinet shall set dates for various meetings of the Association's governing bodies throughout the year. Good faith efforts shall be made by the Executive Cabinet to make these dates known to the Student Body through publication from the Chief Of Staff.
- C. In the event that a meeting scheduled for a particular date must be cancelled, the Executive Cabinet and Student Government Association Advisor(s) will establish and publicize a new date within two weeks of the original date.
- D. All meetings shall be conducted in accordance with the standard parliamentary procedure, as outlined in the most recent edition of Roberts Rules of Order.

ARTICLE VII THE PRINCIPAL

Section 1: The Principal is legally responsible for actions of the Student Body and shall have Jurisdiction over all Student Body affairs.

ARTICLE VIII AMENDMENTS

Section 1 PROCEDURE FOR AMENDMENT ADOPTION

The Judicial Council upon recommendation of the Student Government Association will draft a constitutional amendment to be brought forth to the Student Government Association.

Amendments to the Constitution can be brought forth to the Senate by securing the votes of 2/3 of the Executive Cabinet

Amendments to the Constitution can be ratified by securing the votes of 2/3 of the Senate.

CONSTITUTIONAL AMENDMENTS

Amendment I: QUORUM

A Quorum exists if 2/3 of the Executive Council is present including at least one class officer from each class.

Amendment II: COUNCILMEN REMOVAL

Once a Councilman (non-elected member) reaches three unexcused absences, they will be notified of their automatic removal of office, and they will be replaced with a reserve councilman.

Amendment III: AFFILIATE OFFICE

If any officer or councilman decides to run and is elected for any office in any of our affiliate organizations that our student government is a member of, they cannot seek or hold any officer position elected or appointed in the White Knoll High School Student Government Association organization.