

ASB – Constitution and Bylaws of Valley Middle School

Constitution and Bylaws of Valley Middle School

Preamble

We, the members of Valley Middle School, in order to promote better citizenship and interests in our school, provide a foundation for wholesome student activities, and gain experience in the methods of democratic government, hereby establish this constitution based upon representation of the student body membership through Student Council, with the advice and consent of our advisors and principal.

Article I: NAMES, COLORS, MASCOT

Section 1: This organization shall be known as the Associated Student Body of Valley Middle School, located in Valley, Washington.

Section 2: The colors for the school shall be Navy Blue and White.

Section 3: The mascot for the school shall be the Eagle.

Article II: PURPOSE

Section 1: The purpose of this organization shall be:

- A. To promote good citizenship
- B. To encourage loyalty, respect, and interest in Valley Middle School, its activities and its ideals.
- C. To encourage a high standard of scholarship.
- D. To arouse a spirit of pride within our school.
- E. To give the student an active part in a representative form of government.
- F. To provide a valuable social experience and recognition for the qualities of leadership found among its members.
- G. To promote cooperation between the faculty and the students.

Article III: OFFICERS, COMMISSIONERS, AND REPRESENTATIVES

Section 1: The Executive Council shall consist of:

- A. President
- B. Vice President
- C. Secretary
- D. Treasurer

Section 2: The Student Council shall consist of:

- A. Two Eighth Grade Representatives
- B. Two Seventh Grade Representatives
- C. Two Sixth Grade Representatives
- D. One Sergeant at Arms
- E. Two Photographers – one for lower wing and one for upper wing

Section 3: The election of officers shall take place in May.

Section 4: Qualifications and Duties of ASB Officers:

A. President

1. Qualification:

- Must be in eighth grade while in office.
- Must have attended Valley Middle School at least one (1) year before election.
- Must maintain a GPA of 3.0 or above.
- Must have current ASB Card.
- Conduct and effort must be exemplary and have been on level one for the past year (September – May).

2. Duties:

- Attend student body activities and assemblies.
- Preside over all student body assemblies.
- Represent the school in student body activities with other schools.
- Represent the school in student body activities with the community.
- Preside over all meetings of the ASB.
- Vote in case of a tie.
- Prepare an agenda for each meeting as necessary, in consultation with the advisor.

B. Vice President

1. Qualification:

- Must be in eighth grade while in office.
- Must have attended Valley Middle School for at least one (1) year before the election.
- Must maintain a GPA of 3.0 or above.
- Must have a current ASB card.
- Conduct and effort must be exemplary and have been on level one for the past year (September – May).

2. Duties:

- Serve in the absence of the President.
- Help plan and organize all school assemblies.

- Act as parliamentarian during ASB meetings.

C. Secretary

1. Qualification:

- Must be in seventh or eighth grade while in office.
- Must have attended Valley Middle School at least five (5) months before the election.
- Must maintain a GPA of 3.0 or above.
- Must have a current ASB Card.
- Conduct and effort must be exemplary and have been on level one for the past year (September – May).
- If there are no eligible or willing 7th or 8th graders, an in-coming 6th grader may run for this office if he/she meets the requirements.

2. Duties:

- Keep an accurate record of all ASB meetings.
- Assist in keeping students, staff, and public informed of activities of student body.

D. Treasurer

1. Qualification:

- Must be in seventh or eighth grade while in office.
- Must have attended Valley Middle School at least five (5) months before the election.
- Must maintain a GPA of 3.0 or above.
- Must have a current ASB Card.
- Conduct and effort must be exemplary and have been on level one for the past year (September – May).
- If there are no eligible or willing 7th or 8th graders, an in-coming 6th grader may run for this office if he/she meets the requirements.

2. Duties:

- Keep accurate records of ASB accounts.
- Report to the ASB as needed.
- Assist with the ASB sales.

E. Sergeant at Arms

1. Qualification:

- Must be in seventh or eighth grade while in office.

- Must have attended Valley Middle School at least five (5) months before the election.
- Must maintain a GPA of 3.0 or above.
- Must have a current ASB Card.
- Conduct and effort must be exemplary and have been on level one for the past year (September – May).
- If there are no eligible or willing 7th or 8th graders, an in-coming 6th grader may run for this office if he/she meets the requirements.

2. Duties:

- Attends all ASB meetings
- Assists president in keeping order at meetings.

F. Photographer

1. Qualification:

- Must be in seventh or eighth grade while in office.
- Must have attended Valley Middle School at least five (5) months before the election.
- Must maintain a GPA of 3.0 or above.
- Must have a current ASB Card.
- Conduct and effort must be exemplary and have been on level one for the past year (September – May).
- If there are no eligible or willing 7th or 8th graders, an in-coming 6th grader may run for this office if he/she meets the requirements.

2. Duties:

- Attends school activities and assemblies to take pictures.
- Assists with picture taking for the yearbook.

Section 5: Selection, Qualification and Duties of ASB Representatives

A. Selection

1. The selection of Eighth Grade, Seventh Grade, and Sixth Grade Representatives will take place in September.
2. The Valley Middle School administration, staff, and students will recommend candidates for the office of Representative.
3. The candidates will fill out a profile and express rationale as to why they should be selected.
4. The selection will be made by each class.
5. The elections will take place during the second week of school.

B. Representatives

1. Qualification:

- Must maintain a GPA of 3.0 or above.
- Must have current ASB Card.
- Conduct and effort must be exemplary and have been on level one for the past year (September – May).

2. Duties:

- Assist in planning school activities (i.e. spirit assemblies, fund-raisers, dances, etc.)
- Help out when necessary
- Serve on Student Council
- Keep students informed of school activities
- Promote school spirit
- Follow Executive Council directions

C. Additional Representatives

1. Additional non-voting representatives may be selected by the ASB Advisor and principal to insure that the student body as a whole is able to express its views.

2. Duties:

- Serve on Student Council
- Provide community service
- Help out when needed
- Represent the diversity of views

Article IV: REMOVAL AND REPLACEMENT

Section 1: Removal

- A. Any officer or representative not fulfilling his/her duties as prescribed in the Constitution shall be removed.
- B. Either the principal or the advisor may remove a member for failing to meet qualifications.
- C. Suspensions, undesirable classroom conduct and/or frequent detention will be reviewed by the principal, advisor, Student Council and/or Executive Council to determine if the officer, or representative in question is still suitable to remain in office.
- D. Serious infractions of the Valley Student Handbook shall constitute grounds for immediate removal from office.

Section 2: Replacement

- A. Representatives of the Student Council shall be replaced through a process worked out by the advisor, principal, and ASB Officers.
- B. The offices of the Associated Student Body Vice President, Secretary, and Treasurer shall be replaced by special election.

Article V: MEETINGS

The ASB Student Council will establish the meeting calendar at the beginning of each year to include, at minimum, one monthly meeting. A quorum shall be two-thirds (2/3) of the ASB Student Council members. Minutes will be taken to record all votes and financial decisions.

Article VI: FORMATION OF CLUBS

Section 1: Requirements

Clubs may be formed when enough students have an interest, have secured an advisor, and received approval from the principal and the school board. Both the student council and the principal or advisor must approve all clubs. Clubs shall follow these guidelines:

- A. Each club shall have a constitution.
- B. Each club will meet at least once a semester.
- C. Each club must have two elected officers.
- D. Each club must send one of their officers to the ASB meetings.
- E. Each club must prepare a budget for the following year and must end the year with a zero or positive balance.
- F. All club expenditures and fund raisers must be approved by the Student Council, the principal, and the advisor.
- G. When a club ceases to exist, any balance must revert back to the ASB general fund.
- H. A club must have a minimum of six (6) active members to be recognized.

Article VII: FINANCIAL PROCEDURES

Section 1: Budget and Disbursements

The Associated Student Body of Valley Middle School shall, with the principal and advisor, determine the purpose for which Associated Student Body monies will be budgeted and disbursed in the manner prescribed by State Law.

- A. By April of each year, the advisors of all clubs shall submit yearly request listing all income and expenses for the subsequent school year.
- B. The Student Council may approve, reject or change any budget request by majority vote. All approved requests shall be signed by the Associated Student Body Treasurer and submitted to the principal and the advisor.
- C. The principal or advisor may approve or reject any budget request made by the ASB. Any changes in the amounts to be expended must be approved by a majority Student Council vote.

D. All expenditures at the school level will be made by purchase order with the approval of the principal or advisor and the Associated Student Body Treasurer.

Section 2: Fund Raising

The Associated Student Body and its authorized clubs shall raise funds through A.S.B. cards, sales of sundries, sales of services, admission fees, and any other sale or activity approved by the Student Council, principal, or advisor.

Section 3: Scholarships, Student Exchange and Charitable Purposes/Private Monies

Associated Student Body monies which constitute voluntary donations at the time of collection are private monies and may be used for scholarship, student exchange, and charitable purposes as determined by the Student Council. For such purposes, these monies shall not be deemed public monies under Section 7, Article VIII of the state Constitution but shall be deemed “associated student body private monies.”

Article VIII: AMENDMENTS

Amendments shall be made to this constitution whenever necessary. Amendments shall be initiated by any member of the Associated Student Body. Changes or additions to the constitution must be approved by a two-thirds (2/3) majority of the ASB Student Council.

Article IX: VETO POWER

Because the powers of the Student Council are delegated to it by the principal or his/her designee, he/she shall have the right to veto any measure the ASB Student Council may pass, with explanation.

UPDATED April 23, 2015

AMENDED May 26, 2015 to include “If there are no eligible or willing 7th or 8th graders, an incoming 6th grader may run for this office if he/she meets the requirements.”

Signed: Natalee Reid and Jan Zilbert, ASB Advisors

Signed: Zachary Rindlisbacher, ASB President

Signed: Todd Smith, Principal