

# **ASB – Constitution and Bylaws of Paideia High School**

## **Preamble**

We, the members of Paideia High 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 the Student Leadership Team (SLT), with the advice and consent of our advisors and principal.

## **Article I – NAME, COLORS, MASCOT**

**Section 1.** This organization shall be known as the *Student Leadership Team of Paideia High School*, located in Valley, Washington.

**Section 2.** The colors for the school shall be Maroon and Tan.

**Section 3.** The mascot for the school shall be the Bear.

## **Article II – PURPOSE**

**Section 1.** The purpose of this organization shall be to improve the learning environment, social activities, morale, facilities, public awareness and perception, and educational opportunities.

## **Article III – OFFICERS AND REPRESENTATIVES**

**Section 1.** The Student Leadership Team shall consist of eleven (11) student members:

- A. President
- B. Vice President
- C. Secretary
- D. Two (2) Representatives from each 7<sup>th</sup> period Advisory Class (eight (8) total).

**Section 2.** Officer and Representative Duties:

**A. President**

Preside at all meetings, approve all meeting agendas, and work with the *PHS Boosters for Bears* organization and the PHS Principal. Nonvoting member.

**B. Vice President**

Assist the President and Secretary with their duties. Nonvoting member.

**C. Secretary**

Record and keep minutes of meetings, archive minutes, coordinate activities/events. Nonvoting member.

**D. Representatives**

Attend monthly meetings, help coordinate events, introduce and vote on issues, assist the SLT Officers, and communicate biweekly meeting minutes back to their 7<sup>th</sup> period Advisory Class.

**Section 3. Officer and Representative Eligibility:**

- A. Officers must have a 3.0 cumulative GPA or better with no failing grades.
- B. Officers and Representatives must be able attend 90% of the scheduled SLT meetings.
- C. An Officer or Representative may be removed from office should they be suspended for any reason.

**Section 4. Elections for Officers and Representatives:****A. Officers**

1. Elections will be held between the second week of May and the Friday before the last day of school.
2. Candidates may begin campaigning as soon as their Candidate's Packet has been approved by the Principal. (Campaigning includes speeches, handing out flyers, displaying posters, etc.)
3. Candidates will prepare and deliver a speech to the PHS students/faculty on Friday the week before school ends.
4. Voting will be open to all current PHS students on Friday the week before school ends.
5. Current PHS students may vote once between 8 a.m. and 3 p.m.
6. Ballots will be counted, candidates will be notified, and results will be reported by 3:25pm.
7. Students may submit an absentee ballot prior to Election Day, so long as it is part of a pre-planned absence.
8. The Candidate's Packet (Appendix A) will include:
  - *Student/Staff/Parent Recommendation Signatures*  
You will need to show a support system that has a minimum of: your parents, ten (10) students, and one (1) PHS staff member. Evidence will be a petition that includes signatures from the support group members.
  - *GPA Verification*  
This signed statement verifies that you have at least a 3.0 GPA.
  - *Campaign Narrative*  
You will write a short narrative describing why you chose to be a candidate and what goals you would like to accomplish while in office.
9. Fall Elections – Fall elections will occur between the first week of September and the last Friday of September in the event there are officer positions unfilled.

**B. Representatives**

1. Representatives will be elected the first week of school each year.
2. Representatives will be elected during 7<sup>th</sup> period Advisory Class.
3. Candidates nominate themselves by sharing what their reason(s) are for wanting to be a Representative.

4. Written ballots will be counted and candidates will be notified before the end of the class period.
5. A new Representative will be elected whenever a current Representative has vacated his/her position.

### **Article IV – MEETINGS**

The Student Leadership Team will meet on every other Wednesday of each month. The meetings will be held using *Robert's Rules of Order*. Written minutes will be kept for each meeting and made public. A calendar showing the meeting dates for the school year will be published in September.

### **Article V – FORMATION OF CLUBS**

#### **Section 1. Requirements:**

- A. Clubs may be formed when enough students have an interest, have secured an advisor, and have received approval from the Principal and the Board of Directors. Both the Student Leadership Team and the principal or advisor must approve all clubs. Clubs shall follow these general guidelines:
  1. Each club shall have a constitution.
  2. Each club will meet at least once a semester.
  3. Each club must have two elected officers.
  4. Each club must send one of their officers to the Student Leadership Team meetings.
  5. Each club must prepare a budget for the following year and must end the year with a zero or positive balance.
- B. All club expenditures and fundraisers must be approved by the Student Leadership Team, the principal, and the advisor.
- C. When a club ceases to exist, any fund balance must revert back to the Student Leadership Team general fund.
- D. A club must have a minimum of six (6) active members to be recognized.

### **Article VI – FINANCIAL PROCEDURES**

#### **Section 1. Budget and Disbursements:**

- A. The Student Leadership Team of Paideia High 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.
- B. By April of each year, the advisors of all clubs shall submit a yearly budget request listing all income and expenses for the subsequent school year.
- C. The Student Leadership Team may approve, reject or change any budget request by majority vote. All approved requests shall be signed by the Student Leadership Team President and submitted to the principal and the advisor.

- D. The principal or advisor may approve or reject any budget request made by the Student Leadership Team. Any changes in the amounts to be expended must be approved by a majority Student Leadership Team vote.

**Section 2. Fundraising:**

- A. The Student Leadership Team and its authorized clubs shall raise funds through activities approved by the Student Leadership Team, principal and advisor.
- B. Student Leadership Team 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 Leadership Team. 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 Student Leadership Team. Changes or additions to the constitution must be approved by a two-thirds (2/3) majority of the Student Leadership Team.

Appendix A

**Candidate's Packet**

**For Student Leadership Team of Paideia High School**

*(Must be turned in before you begin campaigning.)*

**Student/Staff/Parent Recommendation Signatures:**

(Candidate) \_\_\_\_\_ is seeking to be elected as

(Office title) \_\_\_\_\_ for the PHS Student Leadership Team. My signature below represents my commitment to supporting the above named candidate in their candidacy for office.

***PHS Student Signatures:***

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

***PHS Staff Member Signature:***

1. \_\_\_\_\_

***Parent/Guardian Signatures:***

1. \_\_\_\_\_ 2. \_\_\_\_\_

**Grade Point Average (GPA) Verification:**

The candidate's cumulative GPA is \_\_\_\_\_, as of (date) \_\_\_\_\_

Verified by: \_\_\_\_\_

**Campaign Narrative:** *(continue on next page)*

**Campaign Narrative:** *(continued)*

Candidate Name: \_\_\_\_\_ Candidate Signature: \_\_\_\_\_