

**FORRESTON JUNIOR HIGH STUDENT COUNCIL
CONSTITUTION/HANDBOOK**

2018-2019

Junior High Student Council Constitution/Handbook

ARTICLE I. NAME

The name of this organization shall be "The Student Council" of Forreston Junior High School, Forreston, Illinois.

ARTICLE II. PURPOSE

Section I.

The purpose of this organization shall be to: develop good attitudes and practice good citizenship; provide orderly direction of school activities; keep and improve school morals; and promote the general welfare of the school.

ARTICLE III. MEMBERSHIP OF REPRESENTATIVES

Section I.

The student council shall consist of six representatives from each grade level (6th, 7th, & 8th grade).

Section II.

Elections of representatives for each grade level will take place during the student council advisors' grade level classes; or any other means as determined by the student council advisors. The representatives do not have to give speeches.

Section III.

Students who want to become representatives have to obtain 3 teacher recommendations and turn them into an advisor, in order to be placed on the ballot. The election of grade level representatives shall take place following the election of student council officers. The name of the representatives will be announced and posted by Monday of the following week of school.

Section IV.

Student Council representatives are expected to attend and participate in scheduled meetings (unless they have a class). When they are able to, they are also expected to volunteer to serve on committees, and help work concessions at junior high volleyball and basketball games. Student

council representatives are further expected to help in planning, decorating, and cleaning up of junior high dances, and any other sponsored activities throughout the year.

Section IV.

A representative of the student council must maintain a "C-" average or above in all subjects. Failure to do so will result in removal from the student council. Grades for representatives will be checked at the end of each quarter by the student council advisors to determine eligibility.

Section V.

A representative shall serve for one school year.

Section VI.

The principal shall appoint members of the faculty to serve as advisors to the student council, and will act as his/her representative.

ARTICLE IV. REMOVAL OF REPRESENTATIVES

Section I.

A representative may be removed from office for failure to attend meetings (unless during a class), ineligibility, failure to represent his/her group properly, failure to carry out his/her duties as a representative; or any other actions that are deemed unsatisfactory or inappropriate by the student council advisors.

ARTICLE V. MEMBERSHIP OF OFFICERS

Section I.

The officers of this organization shall be President, Vice-President, Secretary, and Treasurer.

- A. Each officer must have the reputation of being a good citizen of the school.
- B. A candidate for the Presidency, Vice-Presidency, Secretary, and Treasurer must be a student in the 8th grade.

Section II.

Nomination and Election:

- A. During the second week of the school year, students who wish to run for an office must secure a petition from an advisor. They shall obtain 25 signatures from the student body. The petition must be completed, and in the hands of an advisor at a time so designated by the advisors.
- B. There shall be at least 2 days of campaigning, after which the election shall be held. Campaigning can include talking to the student body and posting campaign signs (must be approved by advisors before hanging). NO PASSING OUT CANDY OR OTHER TREATS IS ALLOWED BY CANDIDATES. Candidates are also required to give a candidacy speech (approved by advisors) in front of the entire student body, in order to be included on the ballot. Voting by the entire student body (6th, 7th, & 8th) will be by secret ballot.
- C. The name of the officers will be announced and posted by Monday of the following week of school.
- D. The term of office for each officer shall be one school year.

ARTICLE VI. POWERS AND DUTIES OF OFFICERS

Section I.

The student council president shall preside at all meetings of the council, and shall call special meetings with consent of the advisors when necessary. He/she is responsible for running all student council meetings. This includes calling meetings to order, ensuring that all members have equal opportunities to voice opinions, and facilitating the voting process. He/she has the power to appoint all committee members not specifically appointed by the council at large. He/she is an ex-officio member of all committees. Additionally, the president should demonstrate a high level of leadership ability and be an excellent role model for the students of Forreston Junior High School.

Section II.

The student council vice-president shall perform the duties of the president in his absence, be responsible for the social program of the school, and perform other duties as are generally associated with the office. Additionally, if the president were to be removed from student council, the vice-president would assume the role of president. The vice-president should demonstrate a high level of leadership ability and be an excellent role model for the students of Forreston Junior High School.

Section III.

The student council secretary is responsible for keeping the records of student council meetings. During student council meetings, the secretary takes notes on any discussion had and decisions made. The secretary sends a copy of the minutes of the meeting via email to all members and advisors. The secretary should demonstrate good organizational and note-taking skills and be an excellent role model of the students of Forreston Junior High School.

Section IV.

The student council treasurer is responsible for reporting on the financial status of the student council. Before each meeting, the treasurer is given an account statement for the student council and gives an overview to the representatives during the meeting. When decisions are made about purchasing items using student council funds, the treasurer is who lets the representatives know if the student council has the money needed. The treasurer should demonstrate a good knowledge of money, be able to budget money well, and be an excellent role model for the students of Forreston Junior High School.

ARTICLE VII. RECALL OF OFFICERS

Section I.

Any officer may be impeached for poor citizenship or for failure to perform his/her duties in a satisfactory manner, He/she may be impeached if 75 percent of the student council sign a petition, or by $\frac{2}{3}$ vote against him/her by the student body. If found guilty he/she shall be removed from office. Citizenship and leadership are the purpose of the student council. An officer can also be removed from office if his/her behavior is deemed unsatisfactory and/or inappropriate by the student council advisors.

Section II.

The vice-president shall become president if a vacancy in the presidency occurs. If any other vacancies occur an 8th grade member of the student council shall be elected by the council.

ARTICLE VIII. MEETINGS

Section I.

The student council shall meet at least once every 4-6 weeks, depending on the day and hour when it is most convenient in the school program.

Section II.

The place of the meeting will be arranged with the advisors and principal. Special meetings may be called by the president, with the consent of the advisors, or by request of $\frac{1}{4}$ of the student council members.

Section III.

A quorum (the smallest number of people who must be present at a meeting in order for decisions to be made) will consist of $\frac{3}{4}$ of the total council membership.

ARTICLE IX. PARLIAMENTARY AUTHORITY

Section I.

The parliamentary procedure shall be Robert's Rules of Order.

ARTICLE X. POWERS

Section I.

All powers of the student council are given to it by the school administration. The principal has the right to veto any act of the student council or to revoke any of the powers held by the student council.

ARTICLE XI. AMENDMENTS

Section I.

This constitution may be amended by a majority vote of the entire student body provided that the amendment has been first approved by the student council. The proposed amendment must be read to two regular meetings of each homeroom and two regular meetings of the student council. The vote shall be taken following the second reading in the student council, after which the proposed amendment shall be submitted to the student body.

Section II.

The Bylaws may be amended by a majority vote of the members at any regular student council meeting.

BYLAWS (AS NEEDED)

1. This constitution shall become effective immediately after having been approved by a vote of the majority of the student body.

ACTIVITIES CALENDAR

Section I.

The following calendar is a general overview of student council activities each year; however, it can change according to the advisors and/or principal's discretion.

JUNIOR HIGH STUDENT COUNCIL CALENDAR OF ACTIVITIES

September:

Elections (1st 3 weeks of school)

1. Check date to hold officer speeches
2. Reserve gym
3. Officer sign up, petitions, and teacher recommendations
4. Representative sign up and teacher recommendations

Fall Dance

1. Date (home football game)/Check w/coaches regarding practice schedule
2. Reserve JH gym w/AD
3. Reserve DJ/List of songs
4. Permission Slips/\$
5. Pizza amount
6. Pop

October:

November:

1. Parent/Teacher Conferences: Schedule greeters.
2. Veteran's Day Breakfast: Schedule workers.
3. Turkey Bowling the week before or of Thanksgiving Break.
Check w/Lane
Purchase turkeys

Email staff to select bowler and alternate from 8th period??? This period is subject to change.

December:

1. Canned Food Drive
2. Christmas Break Movie Day
 - 3 movies
 - 3 locations
3. Christmas Tree in lobby

January:

February:

March:

1. PARCC Breakfast?
2. Spring dance before Spring break?

April:

May:

1. Teacher Appreciation Week
 - Lunch (Subway/Jimmy Johns)
 - Candy Bars/Treats
 - Student created appreciation apples
 - Apples