

Mansfield High School Student Council Constitution

Article 1 – Name of The Organization for Which This Constitution Governs

This Constitution is in place to outline and guide the Student Council of Mansfield High School.

Article 2 – Purpose of the Mansfield High School Student Council

The Mansfield High School Student Council exists to promote civic responsibility, leadership, scholarship, and human relations within in the student body. Student Council serves two distinct functions: legislation and service.

The legislative purpose of the Student Council is as follows:

- ❖ To represent the interests of the entire student body
- ❖ To review and respond to feedback of the student body
- ❖ To act as liaison to the school administration and/or School Committee, when it becomes necessary for student issues to be addressed at this level
- ❖ To create bodies amongst its membership when necessary to achieve general and specific goals of the council

The service purpose of the student council is as follows:

- ❖ To provide aid to the students, the school and the community
- ❖ To host school functions which may include, but are not limited to, pep rallies, dances and teacher appreciation
- ❖ To sponsor a number of as community service activities, in a manner which brings the school and community closer together as a whole
- ❖ To create an atmosphere that promotes student involvement in both the council and other student organizations at MHS

Article 3 – Voting Rights of Student Council Members

All members in good standing (Article 4), are given one vote each, except for the President, who shall have two votes (Article 5). All persons holding elected positions within the Council can be impeached (see Bylaws), and therefore lose their voting rights, if the Council has (1) the approval of the advisor and the principal and (2) a three-fourths vote of the council as a whole. In such an instance, a general election will be held at a full council meeting to occupy that position. Appropriate voting procedure (Article 5) will take place

Article 4 – Election of Members and Definitions of Membership

It is the responsibility of each class, in the last term of each school year, to appoint 5 (five) students from that class to serve as members on the Student Council for the upcoming year. Class officers may not be used to fill any of these 5 appointments; however, the class president must serve as a member Student Council for the year of their administration. The class president may, if they choose, pass on this duty to another elected officer of his/her class. In such a case, that officer would become a member of Student Council in lieu of the class president.

There are two distinct definitions of membership within the Student Council: Member in Good Standing and Member at Large.

A member in good standing shall be defined as:

- ❖ A person who has been appointed to the council through the aforementioned process (Article 4)
- ❖ A person who has been inducted into the council through the member at large induction process.

A member at large shall be defined as:

- ❖ A member who has yet to meet the requirements of a member of good standing
- ❖ They do not have voting rights within the council

A member at large may be inducted as a member of good standing when the following requirement has been met:

- ❖ Have attended 80% of the required meetings and events from the previous semester

A person who has fulfilled this requirement shall be made a member at one of the biannual induction ceremonies, where their induction shall be announced to the entire council.

Article 5 – Election of Officers and Definition of Officer Positions

The Executive Board (later referred to as the E-Board) shall consist of the following positions: President, Vice President, Secretary, Treasurer, Parliamentarian, and Historian.

E-Board Officers shall be elected each Spring. To run for office candidates must have served a minimum of one semester as a member in good standing. No class officer may hold both a position as a class officer and as an E-board member.

Candidates for the Office of President must be members of the incoming senior class who fulfil the above requirement, but who, in addition, have served as

a member in good standing for the entirety of the year prior to the year to when he/she would take office.

The President shall:

- ❖ Serve as the head of the E-Board
- ❖ Be responsible for scheduling and running all meetings of the both the full council and the E-Board
- ❖ Oversee all other E-Board members, to insure their duties are being fulfilled
- ❖ When necessary, initiate voting on council matters

The Vice President shall:

- ❖ Be responsible for upholding the Council's Constitution and Bylaws
- ❖ Evaluate all Student Council proceedings, events, and activities, to ensure they are in-line with these above mentioned documents
- ❖ During general meetings, the Vice President will be responsible for taking general notes on the board and insuring the meeting is running smoothly, and effectively, and that all present members are sufficiently engaged
- ❖ Oversee the recruitment of new students to participate in Student Council

The Secretary shall:

- ❖ Be responsible for writing and distributing an agenda for each meeting.
- ❖ Record official minutes for both general and E-Board Meetings
- ❖ Report on the previous meeting's minutes at each meeting before submitting them as official record
- ❖ Report progress made in any council goals, activities, or events

The Treasurer shall:

- ❖ Be responsible for reporting at each general meeting as well as each E-Board meeting the status of the council budget. This information shall include profits, expenditures, and available revenue.
- ❖ Advise the council on any matters potentially involving fundraising or the use of council funds.

The Parliamentarian shall:

- ❖ Record attendance at each meeting, both general and E-Board.
- ❖ Keep attendance records for all members
- ❖ Inform both individual members and the E-Board when attendance requirements are not being fulfilled
- ❖ Enforce the attendance policy by informing members if they are in danger of losing their good standing

The Historian shall:

- ❖ Maintain an organized binder for submission to the National Association of Student Councils
- ❖ Serve as the webmaster for the Student Council web site, insuring that it is kept up to date

Article 6 – Frequency of Student Council Meetings and E-Board General Meetings

The President is responsible for planning out a flexible calendar at the beginning of each month. The frequency of meetings is to be determined by the E-Board as necessary based upon upcoming events, elections, or issues. Each Council member will be given a monthly schedule and expected to follow it. There should be at least one general council meeting per month. Additional council meetings will be determined by the E-Board.

It is expected that all members of the E-Board meet on a weekly basis to discuss council happenings and plan for upcoming general meetings. They also must insure, that the Student Council, at a minimum, takes on one project or objective per month.

Article 7 – Duties of Student Council as Delegated By the Principal or Executive Board

The Principal may propose projects to the Student Council. These projects and responsibilities must adhere to the purposes of Student Council as defined in the Constitution. They may include school events and community opportunities. All proposals made by the principal are subject to a vote by the general council.

It is the President's duty to make individual assignments to the E-Board and other Council members in order to achieve any goals the council has voted to pursue.

Article 8 – Process for Ratification of the Student Council Constitution

In order for this Constitution to be ratified, a meeting must be held among all Council officers and members in good standing. Prior to being voted on, the Constitution must have received unanimous approval from the officers, advisor, and principal. A vote will be held to ratify it and a three-fourths approval of the Council is required. If these requirements are met then the Constitution will be considered ratified and will take affect immediately.

Article 9 – Provisions for Amending the Student Council Constitution

If the Council believes that the Student Council Constitution needs to be amended, then the following procedure must be followed:

1. A meeting of the entire council must be held where the problem must be addressed and a solution suggested
2. Any proposed changes must be approved by the Advisor and Principal as appropriate
3. The council will discuss the change and vote on amending at the meeting following approval by the Principal and Advisor.
4. Three-fourths vote is required (following correct voting procedure from Article 3) to make the change.
5. The Secretary is responsible making for changes to the official copy of the Constitution, once amendments have been accepted by the Council.