

Olathe West High School Student Council Constitution



Preamble

We, the students of Olathe West High School, establish this student government based on the principles of citizenship, leadership and integrity. The Olathe West Student Council (StuCo) shall promote school pride, spirit and traditions, cohesiveness, and involvement. It is the responsibility of StuCo to develop harmonious relations among the students, faculty, administration, community and other schools. StuCo shall be the official body to recommend student policy to the administrative team and shall be the liaison between the two. The Student Council shall plan, develop and administer student activities shall at Olathe West High School to achieve these goals.

Article I—Name

- A. The Olathe West High School Student Council shall be the name of this organization. (Herein referred to as the Student Council)

Article II—Purpose

- A. The main purpose of the Student Council shall be to represent the interests of the student body and to provide opportunities to develop leadership by encouraging involvement in school and extracurricular activities. Student Council shall promote and institute an atmosphere in which the school community can inspire student leadership and function as a means of communication between the students, school administration, and surrounding community.

Article III—Powers

- A. The High School administration shall delegate all powers of the Student Council. The Principal and/or his or her designee hold the unconditional right to veto or revoke any act by the Student Council.
- B. The Student Council possesses the ability to draft, adopt, and enforce policies and programs not specifically listed in this Constitution, provided they are legal and approved by the High School administration.

Article IV—Membership

- A. The Student Council shall consist of at least twenty (20) Olathe West High School students, including ten (10) Representatives, five (5) members at large and five (5) Officers.
- B. The officers of the Student Council shall be the president, vice president, secretary, treasurer, and executive chair.
- C. The twenty five (25) representatives shall consist of:
 - 1. Freshmen Class.....5 Representatives

2. Sophomore Class.....5 Representatives

3. Junior Class.....5 Representatives

4. Senior Class.....5 Representatives

D. Representatives and Officers shall be:

1. Members of the Olathe West Student Body.
2. Maintain good academic standing with a minimum GPA of 2.5 for Representatives and 3.0 for Officers.
3. Maintain good behavioral standing with no major disciplinary referrals.
4. Sign and adhere to the district substance abuse policy.
5. Able to attend 90% STUCO meeting and functions
6. Officers are expected to attend all meetings but are allowed 1 excused meeting absence
7. Officers are allowed 2 excused absences for outside events beyond meetings

E. No officer may be an officer (or similar leadership position) of another major OWHS club that meets outside of school hours.

Article V—Elections and Appointments

A. Elections shall be held for president, vice president, secretary, treasurer and executive chair.

B. The Student Council seniors shall be responsible for organizing and facilitating all elections to hold office at OW during the month of April.

C. Candidates may choose to support other candidates running for a separate position, but all candidates shall be listed separately on the ballot.

D. All candidates for a Student Council Officer position must have served in Student Council the previous year. Candidates must be an active Student Council representative in good standing.

1. The candidate for President shall have been a previous Student Council officer or have served in Student Council for two (2) concurrent years.

E. Three weeks prior to elections, students interested in running for any office shall be required to attend a meeting to declare their candidacy, to state the office they are running for, and to receive petition materials. Applications and petition materials shall be due two weeks prior to elections.

F. To be listed on the ballot as a candidate for a Student Council office, students must collect at least 50 valid signatures from current Olathe West High School freshmen, sophomores, and juniors in equal amounts on the provided petition forms.

G. On the day of elections, video recordings of the candidate speeches will be played during Seminar.

1. Voting will take place immediately after the videos are played.
2. Candidate speeches must be approved by Advisors and will be pre-recorded.

H. Election shall be weighted as the following:

1. Student body vote.....50%
2. Application with essay and interview.....25%
3. Student Council representative vote.....25%

I. Candidates may spend no more than the dollar amount specified by Student Council for the campaign.

1. Financial accounting of the campaign materials must be turned into the Advisors prior to voting on election day.
2. Spending above the dollar amount or not submitting an election accounting statement as specified by the Student Council may result in disqualification from the election.

J. Candidates must seek approval of all campaign materials by the advisor(s) that will be used on school grounds including but not limited to posters, flyers, and buttons.

K. Votes by the student body shall be tallied by the Advisor(s) and at least one other assistant or by the Johnson County Election Bureau.

L. Representatives shall be selected through an application and interview process during the fourth quarter prior to the term to be served with the possible exception for incoming freshmen.

1. Selection of sophomore, junior, senior and at large representatives shall be made after elections in the spring and prior to summer break.

M. Freshmen applications and interviews will take place before the end of the spring school term or within the first month of the fall semester.

N. Selection of Representatives shall be made by newly elected Officers and Advisor(s) with the advice of the out-going Officers.

O. Outgoing Student Council members of the senior (graduating) class shall form an advisory committee during the election process for the sole purpose of reviewing incoming executive board applications. Members of the Electoral Senior Advisory Committee shall record any and all information they view as prudent to the election process and finally hand said commentary over to the Student Council Advisors.

Article VI—Meetings

A. Student Council shall meet at least twice a month at previously specified times and locations. Representative Assembly meetings shall be announced at least one (1) day in advance, and these meetings shall be open to administration.

1. Meetings open to the entire student body may also be held occasionally.
2. Meetings will be held using Robert's Rules of Order.

B. The President must establish that a quorum is present for business to be conducted. At least $\frac{2}{3}$ of the membership must be present to constitute a quorum.

C. Agendas of all meetings shall be prepared and released to members and Advisors at least one school day prior to the meeting.

D. Meeting documentation, including minutes and handouts, will be available on file to review upon request by staff or students.

E. Attendance Policy

1. All members must notify Secretary in writing of absence prior to meetings or events. Officers shall call the advisor(s) to discuss their absence. If there is no appropriate contact then the absence shall be unexcused. If this policy is not adhered to, the absence will be unexcused.
2. All members shall continue to fulfill duties when absent from meetings and are required to attend a make-up meeting prior to the next whole council meeting.
3. All members shall be allowed two (2) unexcused absences per semester from meetings.
 - a. An absence that is not reported to the Secretary in advance shall be considered unexcused.
4. Violation of the attendance policy shall result in a probation period for the Representative and Officer and possible removal from Student Council.
5. Student Council officers will be present for the duration of any activities/events sponsored by the Student Council.

Article VII—Officers and Advisor(s)

- A. Student Council shall be governed by five (5) Officers; President, Vice President, Secretary, Treasurer, and Executive Chair.
- B. The Vice President, Secretary, Treasurer, and Executive Chair shall have full voting privileges. In the event of a tie, the President shall vote.
- C. President
 1. The President of Student Council shall be considered the President of Student Body and the Chief Executive Officer of the Student Government.
 2. President shall preside over executive and council meetings and shall be an ex officio member of all Student Council committees and subcommittees.
 3. President shall have authority to call meetings of Student Council provided it is in at least 24 hours advance and advisor(s) have been notified.
 4. President shall coordinate with Officers and Advisor(s) to prepare agendas for all meetings.
 5. President shall not hold the power to make, amend, or second any motion.
 6. President shall possess the power to appoint Representatives to committees and subcommittees as well as Chairpersons for each of the committee with the advice and consent of other Officers and Advisors.
 7. President shall act as an official representative of Student Council to the school and community.
 8. President shall ensure Student Council is operating according to the established rules and procedures.
 9. The President shall serve as liaison to the principal for the Principal's Advisory Council.

D. Vice President

1. The Vice President shall assume role of President in the event that he or she is unable to fulfill his or her duties
2. The Vice President shall be considered the presiding officer of the Representative Assembly.
3. The Vice President is expected to carry out all other duties as assigned to his or her position.
4. The Vice President shall have the role of individual connection leader. It will be the job of the Vice President to foster inter-council relations and comrodery. This shall be accomplished through personal, one on one meeting between representatives and the Vice President.
5. The Vice President shall handle all announcements regarding committees during regular meeting times. The Vice President shall, before the meetings, discuss with the Committee Chair what needs to be shared with the representative assembly pertaining to committee affairs. This shall be the exclusive jurisdiction of the Vice President.

E. Secretary

1. Secretary is second in line of succession to the Presidency.
2. Secretary shall be responsible for recording and archiving meeting documentation, including meeting minutes.
3. Secretary shall be responsible for publicity and e-communications, the Student Council website, and other media sites.
4. Secretary shall provide meeting minutes online at the official Student Council website as well as via email to Student Council, Advisor(s), and administration.
5. The Secretary shall record attendance for all Representatives and alert the President and Advisor(s) if a Representative has violated the attendance policy.
6. Secretary shall be expected to carry out all other duties as assigned to his or her position.

F. Treasurer

1. Treasurer is third in line of succession to Presidency
2. Treasurer shall be responsible for keeping a current account of Student Council funds and transactions.
3. Treasurer shall be required to give a financial report to Student Council at each meeting and be able to provide review upon request.
4. Treasurer shall coordinate committees to plan fundraisers that will benefit the Student Council.
5. Treasurer shall work with committees in coordinating budgets.
6. Treasurer shall be expected to carry out all other duties as assigned to his or her position.

G. Executive Chair

1. The Executive Chair shall coordinate the work of major committees and chairs.
2. The Executive Chair shall not officially belong to a committee but instead will assume the position of rotating between committees.
3. The Executive Chair will serve as a liaison between the Executive Board and committees and committee chairs.

4. The Executive Chair will ensure that committees are operating as efficiently and effectively as possible.

Article VIII Removal and Replacement of Officers and Representatives

- A. Just cause for removal includes violation of constitution of Student Council or Student Code of Conduct as well as failure to complete assigned duties, attendance guidelines and/or substance abuse policy.
- B. Any officer may be removed from office by impeachment that may be initiated by a two-thirds (2/3) vote at a regular meeting of the Representative Assembly.
- C. A three-fourths (3/4) vote of the Representative Assembly at the next regular meeting shall result in the removal of the impeached Officer.
- D. Advisor(s), with the consent of the administration, may remove officers for violations of Article VIII Section A.
- E. Except for the President, replacements for impeached or resigned Officers shall be appointed by the other Officers and Advisor(s) with the approval of the administration.
- F. Representatives who are removed from the STUCO may be replaced by the same application and interview process.

Article IX—Representative Duties

- A. All Representatives shall be expected to:
 1. Accurately express views and opinions of the student body.
 2. Participate in committees or subcommittees.
 3. Volunteer outside of regularly scheduled meetings for Student Council activities.
 4. Attend and participate in Student Council meetings and activities.
- B. Representatives shall provide leadership by accepting committee chair or assistant chair positions.

Article X—Committees

- A. Several Committees and Subcommittees shall exist to accomplish the goals and objectives of the Student Council.
- B. Committees and Subcommittees are defined as either "Ad Hoc" or "Standing."
 1. Standing Committees meet continuously, are permanent, and exist each school year.
 - a. Examples may include Homecoming, Spring Dance, etc.
 2. Ad Hoc Committees may be created to fulfill a specific purpose or unique event, i.e. mixers or fundraisers.
 - a. Ad Hoc Committees may be created and disbanded.
- C. If a Committee has no business to attend to, it shall not be required to convene on a regular basis.
- D. When a Committee is disbanded by the Student Council or its annual goal is accomplished, the Chair of the Committee shall submit a report to the Secretary, detailing the committee's work, original objectives, attendance of members and volunteers, final outcome, and improvements to be made in the future as a record.

E. Committee and sub-committee chairs may be appointed by the Officers from within the Representative Assembly.

1. Standing committees and ad hoc committees shall be determined by Officers and Advisor(s).
2. A chairman shall be appointed based on skills, ability, interests, and needs of the Student Council.

Article XI Advisor(s)

- A. Advisor(s) shall supervise all Student Council required events and official meetings.
- B. Advisor(s) shall act as a liaison between the Student Council and the Administration.

Article XII—Amendments

- A. Changes or additions to the constitution may be proposed by a $\frac{2}{3}$ (two-thirds) majority vote by the Representative Assembly.
- B. An amendment must be ratified by $\frac{3}{4}$ (three-fourths) majority vote by the Representative Assembly in order to be enacted.
- C. All changes to the constitution must be approved by advisor(s) and administration