

CHELAN MIDDLE SCHOOL CONSTITUTION

We the students of Chelan Middle School, in order to systemize the management of school activities, to promote school spirit, to bring the students and faculty to better understanding, and enable us to become better citizens, do ordain and establish this constitution for the Associated Student Body of Chelan Middle School.

ARTICLE I - Name

The name of the organization shall be the Associated Student Body (ASB) of Chelan Middle School.

ARTICLE II - Membership

All enrolled Chelan Middle School students, who have attained a student body card, shall be members of this organization. The student council shall consist of the Executive Officers and the advisory representatives. In the event advisory classes are not offered, representatives will be elected from 6th period. In the event of an alternating schedule, the representative shall come from the first class (example "A" day). At the first fall meeting after electing advisory reps, the Executive Officers shall take an inventory to ensure that all clubs and sports are represented. In the event that a club or sport is not represented, the coach or advisor shall appoint a non-voting representative to attend ASB meetings. Executive Officers and Advisory Representatives will attend all meetings. Representatives will attend designated monthly meetings.

ARTICLE III - Legislative

Section 1: The voting membership shall consist of the following: The President (who will vote only during a tie vote), Business Manager, Public Relations, School Culture, Secretary, Treasurer, and, Vice President, as well as the Advisory Representatives.

Section 2: The non-voting membership shall consist of the Chelan Middle School Principal and the designated Chelan Middle School ASB advisor. These members shall have the rights of debating, moving and seconding.

Section 3: The Student Council shall have general supervision over all ASB activities and expenditures of the ASB fund.

Section 4: For any legislation to go into effect it is required for passage by a super majority ($\frac{2}{3}$ vote). If a vote falls one-vote short of a super majority, the ASB president may vote on the legislation.

Section 5: The authority exercised by the ASB can at any time be revoked by the counseling board which shall consist of the Chelan Middle School Principal and the Chelan Middle School ASB advisor.

ARTICLE IV - Executive Officers

Section 1: The executive officers of the Chelan Middle School Associated Student Body (ASB) shall be the Business Manager, President, Public Relations, School Culture, Secretary, Treasurer, and, Vice President. All executive officers must agree to sign and abide by the rules of the Chelan MS/HS Extra-Curricular Honor Code.

Section 2: The Executive Officers shall be upcoming 7th or 8th Graders enrolled at Chelan Middle School by October 1st of the school year in which the election is taking place. The Executive Officers shall have and maintain a 2.70 grade point average or better. The Executive Officers will oversee all committees created by the ASB. The Executive Council will assume roles and responsibilities of new positions the day after the school year ends.

Section 2A: The President shall preside over the Chelan MS ASB General Student Council meetings and the Chelan MS ASB Executive Session Meetings.

Section 2B: The Vice President shall assume the duties of the President in case of resignation and shall be named President. In the event of the President being absent, the Vice-President will run all ASB meetings.

Section 2C: The Secretary shall keep a record of all General Student and Executive Council ASB meetings - to be recorded in a ledger and/or minutes; copies to be sent to each club and sport attending the council meetings, including Council members, ASB advisor and the Chelan Middle School Principal.

Section 2D: The Treasurer shall assist the faculty ASB treasurer in keeping books and shall be linked between the books and the Student Council.

Section 2E: The Business Manager will present the expenses from the ASB clubs and sports to the ASB executives for approval.

Section 2F: The School Culture Officer shall accept applications for clubs. The School Culture is the way things are done in the school and help the values that shape the behaviors in the school. The School Culture Officer is in charge of maintaining Chelan Middle School's ASB Mission and Values.

Section 2G: The Public Relations Officer is in charge and oversees social media accounts of Chelan Middle School ASB. Examples (Facebook, Instagram, etc). They will also be in charge of relaying information to the Chelan Middle School principal for the daily announcements.

Section 3: In the event that an elected officer fails to maintain the qualification(s) of the office or behaves in such a manner that is unbecoming an elected officer by being found in violation of a major offense as listed in the Chelan MS/HS Extra-Curricular Honor Code, they will be asked to resign or will be removed from office by the Chelan Middle School Principal or the Chelan Middle School ASB Advisor.

Article V. Advisory Representatives

Section 1: The Advisory Representatives shall be students enrolled at Chelan Middle School. The Advisory Representatives shall have and maintain a 2.70 grade point average or better.

Section 2: In the event a representative fails to maintain the office, including a major violation of the Chelan MS/HS Extra-Curricular Honor Code, the representative will be asked to resign or will be removed from office by the Chelan Middle School Principal or Chelan Middle School ASB Advisor.

Section 3: A person cannot hold two elective ASB voting offices simultaneously in one academic year.

ARTICLE VI - Appointive Officers

Section 1: The appointive officers of the ASB may be General Executive Officers if requested by the Chelan Middle School ASB President, Chelan Middle School ASB Advisor, or Chelan Middle School ASB Principal. The motion to add an officer may be denied by the Chelan Middle School ASB Advisor.

Section 2: All appointments may be made unless specifically stated otherwise and individually approved by the Executive Council and a majority of the General Student Council.

ARTICLE VII - Elections

Section 1: Each candidate for the elective ASB offices must present an application to the designated Chelan Middle School ASB Executive Council member signifying their intent to run for office by the due date. The election application due date must be published and advertised two weeks prior to the deadline. The ASB elections shall be held in late April, the date to be set by the Chelan Middle School Principal. The names of all persons eligible for office shall be certified two weeks before the election.

Section 2: A campaign assembly shall be held on a Friday at least two weeks after all candidates have been certified. The ASB elections shall be supervised by the Chelan Middle School ASB Executive Council, and the Chelan Middle School Principal or Chelan Middle School ASB Advisor.

Section 3: Advisory elections shall be supervised by the Advisory Teacher.

Section 4: The elections shall be held by secret ballot (paper ballot or online-electronic) at designated polls established by the CMS ASB Executive Council. The CMS ASB Executive Council, along with the Chelan Middle School Principal or Chelan Middle School ASB Advisor shall prepare, administer and count the election ballots. A simple majority vote is required to be elected to an office.

Section 5: To be eligible to vote, each student must be enrolled in Chelan Middle School.

Section 6: Chelan Middle School ASB Executive positions will be determined from an election held annually.

Section 7: ASB General Executive Elections will be run in three categories.

Section 7A: Chair: President and Vice-President - A candidate can apply for the top two positions. The focus of the top 2 positions is to run ASB meetings and operations. The top vote getter will be named Chelan Middle School ASB President. The runner-up (2nd place) becomes the Chelan Middle School ASB Vice-President.

Section 7B: Finance: Treasurer and Business Manager - A candidate who applies is eligible for both positions in the finance category . The focus of the two positions is to oversee and audit ASB budgeting and spending. The top vote getter will be named Chelan Middle School ASB Treasurer. The runner-up (2nd place) individual will become the Chelan Middle School ASB Business Manager.

Section 7C: Media and Records: Secretary, School Culture Officer, and Social Media Officer - A candidate who applies is eligible for all 3 positions in the media and records category. The top vote getter will choose first among the 3 positions. The runner-up (2nd place) will choose from the two remaining positions and the 3rd place vote getter will assume the remaining position in media and records.

ARTICLE VIII - Meetings

Section 1: General assemblies shall be called by the Chelan Middle School ASB President with the consent of the Chelan Middle School Principal or Chelan Middle School ASB Advisor.

Section 2: Regular meetings of the Student Council shall be held at minimum once a month, though the President has the power to call a special session. A quorum shall consist of a Chelan Middle School ASB advisor or the Chelan Middle School Principal

and two-thirds of the members. No meeting will be valid without the presence of the Chelan Middle School Principal or Chelan Middle School ASB Advisor.

ARTICLE IX. Finances

Section 1: The collection of ASB monies as well as all monies collected by all organizations within the school shall be supervised by the faculty advisors concerned and it shall be deposited with the Chelan Middle School ASB bookkeeper, who shall keep separate accounts for each organization. The bookkeeper shall issue receipts for the amount received and show in the accounts how all monies are disbursed. Purchases made by an organization are to be on an ASB requisition signed by the organization Secretary/Representative, advisor and ASB Treasurer and approved by the Chelan Middle School Principal. A purchase order will be made up by the district business office and signed by the Superintendent. These purchase orders are to be presented when a purchase is made, and the invoice will bear the purchase order number before payment is made. The Treasurer of every student organization shall keep accounts and shall be accountable for them to the Chelan Middle School ASB bookkeeper and their organization.

Section 2: The price of the ASB card will be determined at the end of the school year by the Executive Council and approved by the Student Council and recommended by the Chelan Middle School Principal to the School Board for their approval.

ARTICLE X - Vacancies

Section 1: All vacancies in elective offices shall be filled by the student who received the second highest vote for the office in the general election if that student is still qualified. If the student is not qualified it shall go to the person who received the third highest vote, and so on. The only exception is in the case of the President, in which case the Vice President shall assume the duties of the President. Election results shall be on file in the office for four years.

Section 2: Vacancies in appointive offices shall be filled by Presidential appointment with the approval of the Chelan Middle School ASB Executive Council and a super-majority vote of the Chelan Middle School ASB Student Council.

ARTICLE XI - Amendments

Section 1: All amendments must be proposed by a member of the Student Council and passed by a super-majority vote.

Section 2: All amendments passed by the Student Council will be reviewed by the Executive Council.

Section 3: A special vote for the purpose of changing an amendment may be caused by the President with the approval of the Executive Council and a super-majority of the Student Council.

ARTICLE XII - Recall

Section 1: Origination in Student Council:

- A. The Student Council may initiate a recall of an elected officer by a super-majority vote.
- B. The Executive Council shall announce the vacancy and a recall election shall be held within ten school days.
- C. The same procedure as in the general ASB elections shall be followed.

Section 2: By Student Petition

- A. petition stating the proposed recall of an elected officer and bearing the signatures of two-thirds of the Student Body shall be presented to the Executive Council.
- B. Upon receipt of the recall petition, the Executive Council will review the petition and upon validation shall announce the vacancy and a recall election shall be held within ten school days. The name of the incumbent shall automatically be placed on the ballot together with other qualified candidates.

ARTICLE XIII - By-Laws

Section 1: The requirements for school awards and all other matters in detail which it shall be thought necessary to include within this constitution shall be placed in the By-Laws.

Section 2: Suggestions for By-Laws shall be brought before the Student Council. These shall then be approved by the Student Council. The proposed By-Laws shall then be posted for the period of one week, after which the ASB shall vote on it, super-majority vote is necessary to pass a By-Law. If a By-Law is passed it shall immediately become a By-Law.

ARTICLE XIV - Question of Law

Any question of law not directly covered by this constitution shall be decided by the Chelan Middle cSchool ASB Executive Council. All such action shall be reviewed by the Student Council upon the request of any Student Council Representative.

ARTICLE XV - Adoption

A super-majority vote of the Student Council shall be necessary for adoption of this constitution.

ARTICLE XVI - School Colors and Coat of Arms

Section 1: School colors are light gray, red, white, and black. Red and black will be the basic colors.

Section 2: School colors will be used on all athletic and music uniforms.

BY LAW 1- Affiliated Organizations

A. All organizations/clubs which desire to become "school affiliated" must apply to the Chelan Middle School ASB Student Council to be accepted.

B. All said organizations/clubs must establish a constitution and file a copy of the constitution with the Chelan Middle School ASB Student Council.

C. The Chelan Middle School ASB Student Council has the power to revoke a charter/club at any time it feels such action is justified.

BY LAW 2- Recognition Assemblies

A. Recognition Assemblies: Responsibility of Chelan Middle School ASB and Student Council.

1. Recognition Assemblies must be scheduled at least one week in advance.

2. Recognition Assemblies must be approved by the Chelan Middle School ASB Leadership Advisor.

3. Recognition Assemblies agendas are to be filed in the Chelan Middle School Principal's office in advance.

4. If a Recognition Assembly is scheduled with another activity or program, the assembly must be jointly planned by all involved groups.

BY LAW 3: CLUBS AND ORGANIZATIONS

The following is a list of approved Clubs and organizations for CMS (by-laws can be found in separate documents titled CMS Club and Organization By-Laws). To become a club, each organization must have a treasurer that can keep track of the club/organization's accounts, a copy of their constitution to be kept with the Student Council, and must apply to the student council for a charter and present at the Chelan Middle School General ASB meeting.

A. See the CMS ASB Advisor for a current list of approved clubs

B. Approved clubs will also be featured on the school website.

