**CONSTITUTION**

**This document is editable. Feel free to simply fill in the blanks to add your school info and delete the**

**hi-lighted areas before saving your final document.**

**Preamble**

We the students of \_\_\_\_(School name)\_\_\_\_\_, in order to promote harmony among the student body; to establish a better relationship between this school and others of its kind; and to raise the standards and ideals of the students themselves, do ordain and establish this constitution for the \_\_\_(School name)\_\_\_\_\_\_ Student Council.

**Article 1: Name**

Section 1: The name of this organization shall be \_\_\_\_\_\_\_\_\_\_\_\_.

Section 2: The officers of <name of organization> shall make up the Executive Board of <name>, hereafter referred to as the Board.

**Article 2: Purpose**

Section 1: The purpose of this organization shall be\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Article 3: Membership**

Section 1: Membership shall consist of students who \_ (list grades) \_\_\_\_.

Section 2: All council events shall follow \_\_\_\_\_\_\_\_\_\_\_ School policies regarding illegal substances, weapons and safety, and dress code.

Section 3: No person, on the grounds of race, color, national origin, gender, religion, or disability shall be excluded from or denied the benefits of membership.

Section 4: Members will pay yearly dues to support the needs of this Student Council. (This is optional. Dues are not required.)

**Article 4: Meetings and Procedures**

Section 1: Meetings will be held \_\_\_ (monthly, weekly, etc.) \_\_\_. Additional meetings may be called at the discretion of the Board. A 25% presence of current members shall constitute a quorum to transact any business that requires voting. A simple majority of those voting shall constitute an affirmative vote.

Section 2: A simple majority of those voting shall constitute an affirmative vote of the Board. (If you have an Executive Board.) Each officer shall be entitled to one vote, and the vote of the majority of the Board at any meeting at which there is a quorum shall be sufficient to transact business requiring a vote.

**Article 5: Officers**

Section 1: (States who your officers are by title.)

Section 2: Officer duties are as follows: (list each officer with brief officer duties)

**Article 6: Elections**

Section 1: (States when elections are held and how)

Section 2: Removal from office.

(Describe how officers can be removed from office. Be sure to include if your Administrator is part of this)

Section 3: In the event of a mid-term vacancy….

If student, the school is responsible for replacing

If a school/adult, position offered to “runner-up” of the contested election. If there is none, the board may appoint the replacement.

**Article 7: Committees**

Section 1: Committees may be created by the board on an as needed basis. The duties and duration of these committees shall be stated by the Board upon establishment of the committee. (You could say Board here or you could say by the president with the approval of the advisor or with the approval of the Executive Offices with the approval of the advisor.)

\*If you have standing committee, you can list those here as well.

**Article 8: Bylaws**

Section 1: Bylaws of the organization shall be established and amended by (explain process)

Section 2: Bylaws shall be established and amended by…(recommend majority vote)

Bylaws should not contradict anything in the constitution. The typically include detailed provisions on such topics as membership, dues, duties of officers, the Board, committees, order of business, amendment procedures, and other specific policies and procedures necessary for the organization or its operation.

**Article 9: Amendments and Revisions**

An amendment may be proposed by any advisor or Student Council member and approved by a majority of the votes submitted.

**Article 10: Ratification**

This constitution shall be presented by \_\_\_\_\_\_ to (advisor, principal, student council members, etc.) Majority of votes submitted shall be required for ratification.

\*Each constitution should state when it was adopted and when it was amended.

\*Be sure that this constitution is provided to all candidates for office and all members.

\*Be certain that your principal and assistant principals have a copy of this constitution and that your principal has approved it.

\*Also, please upload your constitution to your profile on the TASC website. That way it will remain with the school profile should you leave.