

Worsley Central Student Council Constitution

Clause 1

The name of the organization of the Junior/Senior Student Council for the students of Worsley Central School shall be the “**Worsley Central Student Council**”. All students in grades six to twelve inclusive attending Worsley Central School, shall be members of this Student Council.

Clause 2

The **objectives** of the organization of the Student Council shall be to:

- A. Support extra-curricular activities for the intellectual, cultural, and spiritual development of the entire student body.
- B. Encourage harmonious school spirit.
- C. Promote academic, cultural, and athletic excellence and pride.
- D. Sponsor, organize, and oversee in-school activities designed to encourage 2A, 2B, and 2C.

Clause 3

The **official position** comprising the Worsley Central Student Council Executive shall be:

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|----------------------------|--|
| 1. President | Candidates from Grade 11 or 12 |
| 2. Vice-President | Candidate from Grade 10, 11 or 12 |
| 3. Secretary | Candidate from Grade 9, 10, 11 or 12 |
| 4. Photographer | Candidate from Grade 7, 8, or 9 |
| 5. Room Representative (5) | Candidates are one from each Grade excluding Grade 12 unless there are 2 or less Grade 12 on the Students' Union, then Grade 12 will be represented. |

Clause 4.

The **duties** of the **Student Council** are to:

- A. Attend and participate in all Executive meetings. The location of meetings will be determined by the staff advisor(s). Times and dates of meetings will be determined by the executive in conjunction with the staff advisor(s).
- B. Have general supervision over the planning and implementing of the Student Council.
- C. Ensure that all money is used to further the objectives of the Student Council,
- D. Appoint and/or elect any special sub-committees should the need and/or interest arise.
- E. Make decisions on behalf of the general students body., A majority vote decides all issues with a quorum consisting of at least 51%. The staff advisor(s) and the President shall refrain from voting. The president only votes to break a tie.
- F. Arrange for general student assembly meetings to promote the aims of the organization. A general assembly meeting shall be arranged through the school principal.
- G. Call for the resignation of any council member who does not fulfill his/her duties. If any council member acts in violation of the constitution and fails to fulfill his/her duties as an executive member, the President, the Vice-President, the Secretary or the staff advisor(s) may suggest and initiate a review by council of that member's capability to complete his/her role. If it is decided by a 2/3 majority vote of the executive that the member is unwilling or unable to fulfill the role, the executive may call for the resignation of that member. Before any review can occur the situation must be discussed with the staff advisor(s) and the executive. The member must be informed that a review of his/her position may be called. The executive, the staff advisor(s), and the offending member must be present during a review meeting. If a member misses up to five unexcused meetings throughout the year, the student council will meet together and decide if the offending body should stay on student council or be told that they are no longer a part of the membership.

Clause 5

The **procedures for the election of officers** shall be in accordance with the following:

- A. The election of the President, Vice-president, and Secretary shall be held by the third week in February by a general election. Eligible student voters will be all students currently registered in Grades Six to Eleven inclusive.
- B. Nominations for the above mentioned positions shall be submitted by verbal nomination and shall be monitored by the existing Student Council. Nominations may be refused by the nominee without ostracization from the council.
- C. The election shall be executed under the duties of the present executive and the Students Council advisor(s).
- D. The election of the Room Representatives shall be held by September 30. Room Representatives will be elected by a general assembly within our membership.
- E. The election of the Room Representatives shall be executed under the supervision of the President, Vice-President, and/or Advisor of the Students Council.
- F. The current executive, who are not candidates oversee the election of new officers with the assistance of the staff advisor(s).

Clause 6

The **duties** of the **President** are to:

- A. Coordinate all activities of the Students Council.
- B. Prepare an agenda for all meetings with the assistance of the Secretary and Staff Advisor(s).
- C. Represent the Students Council in the community as required. An example may be the Awards Day, Remembrance Day or Parent Council Meetings.
- D. Call and Chair all Executive Meetings.
- E. Represent the Student Council Executive at all General Assembly meetings.

Clause 7

The **duties** of the **Vice-President** are to:

- A. Assist the President coordinate the activities of the Student Council.
- B. Assume the role of the President in his/her absence.
- C. Assume the role of the Secretary in his/her absence.
- D. Report to the Executive of the Student Council the financial standing of the organization at the first meeting each month or when requested.
- E. Prepare and deliver a financial report for the General Assembly meetings on request.

Clause 8

The **duties** of the **Secretary** are to:

- A. Keep accurate records of all Student Council meetings.
- B. Receive all correspondence that comes to the Student Council and present it to the Executive.
- C. Write all correspondence on behalf of the Student Council with the assistance and/or approval of the staff advisor(s).
- D. Maintain accurate minutes for all meetings.
- E. Provide copies of meeting minutes to the staff advisor(s) and/or school administration upon request.
- F. Communicate with students, parents and community, through send-home notices, announcements, and other means.

Clause 9

The **duties** of the **Photographer** are to:

- A. Be responsible for the picture taking, and giving the camera to Mr. Willis.

Clause 10

The **duties** of the **Room Representatives** are to:

- A. Attend all required Executive meetings of the Student Council when invited.
- B. Report back to their respective classrooms in regards to upcoming Student Council events.
- C. Communicated any concerns regarding the Student Council or proposals their classmates may have to the executive and/or staff advisor(s).
- D. Bring suggestions for activities brought forth by students in their respective classrooms.

Clause 11

The **duties** of the **Student Council staff advisors(s)** are to:

- A. Attend all executive meetings and oversee elections.
- B. Ensure all School Division and Worsley School policies are adhered to.
- C. Offer advice to the Executive on the Students Council agenda.
- D. Assist in the organization of Student Council sponsored activities.
- E. Provide a liaison between the school staff and the Student Council.

The Student Council advisor(s) shall be appointed by the staff of Worsley Central School.

Clause 12

The **Worsley Central Student Council Executive recognizes** the following:

- A. The official school colour as red, with white and/or black highlights.
- B. All meetings shall be carried out according to modified parliamentary procedure.
- C. Majority vote decides all issues brought before the Executive.
- D. All proposed expenditures, orders, payment of bill and other financial matters shall be made with the knowledge and approval of the staff advisor(s).
- E. All internal and external correspondence shall be approved by the staff advisor before being submitted to the public.
- F. Major changes and/or proposals shall be taken to a general meeting for input and/or decision ratification.
- G. That the Student Council is but one organization in the school and therefore cooperation is essential for the smooth operation of all committees.
- H. That the Student Council may need to provide moral support and financial support to the following school organization and/or clubs:
 - i. Yearbook
 - ii. Forum for Young Albertans
 - iii. Extra-curricular Sports
 - iv. Peer Support
 - v. Elementary Activities
 - vi. Field Trips
 - vii. Charities
 - viii. Others as per request

Clause 13

Incentives will be given to Student Council members who demonstrate exemplary service and attendance.

- A. Grade 6-9 members will be considered for incentives at the end of their grade 9 year, provided they have served for at least three years.
- B. Grade 10-12 members will be considered for incentives at the end of their grade 12 year, provided they have served for three years.
- C. Determining which members will receive incentives shall be determined by a rubric scoring method (see appendix #1). Non-executives must receive a score of 12 and executives must receive a score of 15.
- D. The executive body and the staff advisor shall complete the incentive review process at the end of each school year.
- E. Members receiving incentives are expected to continue on Student Council. Failure to do so will result in the member returning their incentive or paying for its original cost. Should this situation arise it will be mediated by the executive and the staff advisor.

Clause 14

Amendments can be made to this constitution via the following methods:

- A. By a motion at a General Assembly, where all students have had the time and opportunity to read and discuss the proposed amendment before a vote is called, and
- B. With the approval of:
 - i. 65% majority of the General Assembly Student Body.
 - ii. the President of the Student Council.
 - iii. The Vice-President of the Student Council.
 - iv. 65% of the Executive, and
 - v. the Student Council staff advisor(s).