

*The Constitution of Plainview-Old Bethpage John F. Kennedy High School
Student Government*

Preamble

We the students of Plainview-Old Bethpage John F. Kennedy High School do hereby establish a representative Student Government to ensure student rights, protect student privileges, and define student responsibilities; in so doing, we dedicate our government to the wellbeing of the student body.

Article I: Structure

SECTION 1: The Plainview-Old Bethpage John F. Kennedy High School Student Government operates under a representative system. The wishes of the students are conveyed by representatives in the Student Council, which is a representative structure for students only, through which they can become involved in the affairs of the school, working in partnership with school administration, staff and parents for the benefit of the school and its students.

SECTION 2: Each class has its own representatives that consist of a President, Vice President, Treasurer, Secretary, and a Public Relations Secretary. In order to run for class office, the student must have participated in at least one of the various school events, whether it be setting up Homecoming (creating grade banners or walking in the parade), Battle of the Classes/ Greek Olympics, setting up for Junior Gala, and any other Student Government sponsored/run activities during the year of the elections in which they are running. Students are able to speak with an advisor regarding any extenuating circumstances, regarding participation. The election procedure for these positions are detailed in Article III. Section 3. Grade boards are eligible to create a committee, in which students in the grade are eligible to work in partnership with the grade board, this is not a requirement. Senior class president is required to have one year of Student Government grade board experience. Should there be no experienced candidate running for senior class president, outside members may run with proper approval from the senior class advisor(s) and the executive board advisor(s).

SECTION 3: Elections will be held to determine the Executive Board, consisting of a President, a Vice President, a Treasurer, a Secretary, a Public Relations Secretary, and a Board of Education Representative. To run for an executive role, prior Student Government experience is required: one school year as a grade representative or one school year on a

grade committee. If no experienced members choose to run for executive board, members who have previously ran for positions will be allowed to apply. Should no previous candidates be interested, candidates without student government experience will be considered, with administrative approval. Only juniors and seniors may hold a position on the Executive Board. The process to select the executive board is continued in Article III. Section 2.

SECTION 4: Responsibilities of Positions

- ***President:*** Expected to give grade reports at Student Government meetings meetings and attend Site Based meetings. Leader of the class or executive board is expected to lead all Student Government meetings. Represents their respective board at community events.
- ***Vice President:*** Assumes all duties and responsibilities of the President during the President's absence. Acts as a liaison between Student Government committees and the Student Council.
- ***Treasurer:*** Required to manage the finances of the board. Completes all check requests and deposit slips and oversees fundraising. Treasurer is responsible for keeping a running log of expenses to be submitted to district upon request. Executive Treasurer works with the advisor and administration regarding district allocations. Completes the annual financial report at the end of the year summarizing the grade's finances.
- ***Secretary:*** Required to take the official minutes of every Student Government meeting. Takes and keeps attendance at all student government activities. Minutes of meetings need to be shared with advisor for auditing purposes.
- ***Public Relations Secretary:*** In charge of communicating with the student body through announcements and social media. Responsible for all correspondence, including the distribution of any student government materials, agendas, minutes, and advertisements.
- ***Board of Education Representative*** (executive board only): The chief representative of the student body to the Board of Education. They must attend all meetings with the Board of Education and report back to the Executive Board while also briefing the Board of Education on the current status of the student body, including, but not limited to events, achievements and activities of the high school student body.

- Responsibilities extend beyond the listed requirements; all officers must carry out responsibilities deemed necessary and proper by the Student Government as a whole throughout the year.

SECTION 5: *Term of Office:* A Student Government Officer shall serve a one-year term on the Board (the course of one full school year). Upon the completion of an officer's term, elections will be held to award new positions. Positions held during one school year are not guaranteed to carry over into subsequent school years. Officers are expected to carry out their designated responsibilities as members of the Student Government Board or they may risk impeachment.

SECTION 6: If the grade advisor does not sign off on a student's eligibility to run for office, they may not run for any position in the Student Government. Executive advisor can sign in place of grade advisor if needed.

Article II: Meetings

SECTION 1: Full Student Government meetings will be held twice a month. Throughout the duration of the school year, there shall be one meeting a semester open to any student in the building who wishes to contribute or listen in.

SECTION 2: All grade representatives, including the executive board, must attend 75% of meetings and student government run events each semester, or they risk impeachment. Members of student government are expected to remain in attendance during the entire meeting. Students who show up late (more than five minutes) or leave early (five minutes or more) will be subject to 1/2 absence.

SECTION 3: During the full Student Government meetings, the President of each grade is required to give a grade report and the Board of Education Representative must give a monthly report from meetings with the Board of Education.

SECTION 4: The executive board is in charge of setting agendas for full Student Government meetings and what needs to be discussed.

Section 5: Any voting done during a Student Government meeting, will be conducted via an anonymous paper ballot.

Article III: Elections

SECTION 1: Elections will take place annually in May or June for rising sophomores, juniors, and seniors. There will be a mandatory informational meeting held prior to inform potential candidates of the procedures and responsibilities of holding office. If a student is unable to attend one of the informational meetings, they must meet with the executive board advisor. To run for office, students must hand in an election speech, as well as an introductory speech to present, in the event that they are running unopposed. Elections will be held either via live speeches or through videotaped speeches, and presented to the student's grade.

SECTION 2: Rising juniors and seniors are eligible to run for Executive Board. Candidates interested in being on the executive board must deliver a speech to the freshmen, sophomore, and junior classes. Students will run for one position. Priority for executive board positions will be given to those applicants who have prior student government experience. Should there be no experienced candidate running for executive board, outside members may run with proper approval from the executive board advisor(s).

SECTION 3: Each candidate will run for one position on their class board. They are required to give a live speech or a videotaped speech will be presented, reliant on the circumstances of the school year. All students in the grade are eligible to vote for one person for each position. Those running unopposed are required to give an introduction speech during the elections. Voting will be conducted through a ballot system (e.g. scantron, electronic ballot, etc.). Should there be a tie, there will be a re-vote for that position.

SECTION 4: It is up to building administration and the Executive Board when to hold freshmen elections, however they will be at the beginning of their first semester.

SECTION 5: In order to run for a Board position, the student is responsible for obtaining a signature of endorsement from the grade advisor and the Executive Student Government advisor. The advisors are signing off in support of the candidate to run, indicating active

involvement from the student in school events. If the advisor(s) does not sign this form, the student may not be allowed to run for a position. The final decision on whether or not a student may run for a position rests with the Student Government advisors and building administration. Reasons why students may not be approved include, but are not limited to failing to meet the requirements of their current duties, not being a positive member of the school community, poor attendance in related student government activities and past disciplinary actions. If a student is denied the ability to run for the current year, they will have the opportunity to be considered to run the following school year.

Article IV: Removals of Office

SECTION 1: If a representative fails to adhere to the attendance policy, found in Article II. Section II., a meeting with administration is called upon the advisor's discretion. Responsibilities include any student government run or sponsored events. If a student is removed from office they may not run the following year (e.g. If a student is removed from office in their freshmen year, their next opportunity to run would be for their junior class.)

SECTION 2: If one fails to adhere to school rules and the student Code of Conduct, their duties as a school representative can be taken away. A suspension will result in immediate impeachment without the need of approval from the rest of Student Government.

SECTION 3: If a grade Board or advisor feels a person should be impeached, there must be a meeting among the grade advisor, the Executive Board, and the student representative being impeached to effectively determine if the person should be removed from office. There must be a substantial claim for impeachment to be valid; there needs to be evidence any attendance or behavior issues, or documentation of that person being uncooperative in some way. If it passes a simple majority vote, administration will have the final word on whether or not to remove that officer from the council.

SECTION 4: Administration at any time may take away job titles from student elected officers for any reason they deem proper.

Article V: Amendment Process

This constitution can be amended each school year during the fourth quarter. If amended, changes must pass in a vote by all the student members of Student Government (all Grade Boards and the Executive Board) with a simple majority. If failed, it will go back to discussion, a new vote by the entire student council will take place. If the vote fails two times then it will go to building administration for an override approval. If passed by an anonymous paper ballot vote by the Student Government or overridden by administration, the new constitution will come into effect immediately. If not, the existing constitution will remain in effect. The amended constitution will go into effect immediately following a passed vote. The amended constitution will be available to the public after approval.