

Student Government Application Process

1. **Read Cook High School Student Council Constitution** (Pages 2-9)
2. **Read Student Council Officer Elections**, *make sure you are eligible* (Page 10)
3. **Complete Student Government Application and email to bfutch@cook.k12.ga.us by 8:00 am, August 3, 2021** (Page 11)



Cook High School Student Council Constitution



PREAMBLE

We, the students of Cook High School, do hereby establish a Student Council to be a forum for student opinion, promote positive attitudes of cooperation between faculty and students, provide opportunities for volunteer service to the school and community, and develop a culture that fosters student citizenship and leadership. To affirm our dedication to these ideals, we do hereby adopt this constitution for the Student Council of Cook High School.

ARTICLE ONE

Section 1

The governing organization of the student body shall be known as the Student Council and shall be recognized as the official representative organization of the student body and as such its action supersedes those of all other student organizations.

Section 2

The Student Council, shall be divided into two branches: the Executive Committee and the Class Officers. Their relationship shall be benevolent and shall foster intragovernmental cooperation.

Section 3

All powers of the Student Council are delegated to it by the principal who has the right to veto any act of the body or to revoke any powers held by it.

Section 4

The Student Council shall have the power:

- To enforce all rules necessary and proper for the general well-being of the Student Body
- To provide for the disbursement of the Executive Committee funds
- To override a Presidential veto by two-thirds vote of all present
- To make recommendations on any subject to the administration

ARTICLE TWO

Section 1

The Executive Committee of the Student Council shall consist of the Student Body President, Vice President, Secretary, Treasurer, and the Class Presidents.

Section 2

The Student Body President along with the approval of the Executive Committee Officers shall appoint committees and shall appoint all committee chairs as may be deemed necessary. A chairman shall serve to report back necessary information to the Student Government. After the committee's work is done, the group will be disbanded. If in the event another project of similar task is undertaken and a committee is necessary, the President shall be able to appoint a new chairperson or rename a former chair to again serve.



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Section 3

The President

- Shall be the chief executive of the Executive Committee
- Shall preside at all executive and all Executive Committee meetings
- Shall have the power to veto over all Executive Committee legislation
- Shall faithfully execute all provisions of the constitution and legislation of the Executive Committee
- Shall appoint all committees and the chairmen of such, and shall serve as an ex officio member of all committees
- Shall be the Master of Ceremonies of all programs and assemblies as designated by the principal
- Shall serve as an intermediary between the administration and the student government and shall present all government business to the administration
- Shall cast the deciding vote in case of a tie

Section 4

The Vice President

- Shall perform the duties of the President in his/her absence
- Shall assist in the drawing up of all agendas and assembly programs
- Shall oversee the various committees
- Shall act as chairman of the Interclub Council
- Shall perform all other duties which may be assigned by the President or the Adviser

Section 5

The Secretary

- Shall keep and file an accurate record of all Student Council meetings and Executive Committee meetings
- Shall perform all Student Council correspondence: keep file of all letters received and their date and day of receipt
- Shall keep a scrapbook of all Executive Committee activities
- Shall receive and file monthly reports as written by all committee chairmen
- Shall inform the Student Council records of all Executive Committee meetings

Section 6

The Treasurer

- Shall keep all financial records of the Executive Committee
- Shall make a report of all finances at government meetings and submit a copy of the report to the secretary
- Shall count all monies received and deposit them in the main office



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Section 7

The Adviser

- Shall be appointed by the Principal
- Shall work to further the Student Government and aid the organization in performance of their duties
- Shall interpret questions not addressed in the Constitution
- Shall accompany the selected delegates to the State Conference if applicable

Section 8

The Judicial Committee

- Shall be in charge of any recall procedures
- Shall consist of seven members: three seniors, two juniors, one sophomore, and one freshman, which shall be appointed by the Student Council Adviser. The adviser and the principal shall also serve as non-voting members of the committee.
- Shall interpret the Constitution and have the final voice in all questions pertaining to the Constitution.
- The Judicial chair will be a senior member of the Committee and will be appointed by the principal, adviser and Student Body President.

Section 9

a. The Interclub Council shall consist of a representative from all clubs and organizations, within the school. The purpose is to coordinate club activities within the school and provide a broader base for student involvement by creating an atmosphere of position relations for further leadership.

b. The Athletic Council shall consist of a representative from all teams, within the school. The purpose is to coordinate athletic awareness within the school and provide a broader base for student involvement by creating an atmosphere of position relations for further leadership.

ARTICLE THREE

Section 1

All legislative powers of the Student Council shall be vested in the Student Council.

Section 2

The voting members of the Executive Committee will consist of all members of the Student Council. The Executive Committee meetings shall be open to all enrolled Cook High School students and the Student Government Adviser.

ARTICLE FOUR

Section 1

Class Officers are responsible for furthering the well-being of their respective classes.



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Section 2

The individual classes shall be charged with the responsibilities and oversight of the following activities:

- Freshman Class: Fundraising for future activities, Class Service Project
- Sophomore Class: Sophomore Dance, Class Service Project
- Junior Class: Prom, Class Service Project
- Senior Class: Class Service Project, Senior Class Gift

Section 3

Each class shall have a President, Vice President, Secretary, Treasurer, and two representatives at large.

Section 4

In order to facilitate improved intragovernmental communication, the Class Officers and Executive Council shall meet monthly as a congress. Additionally, Class Officers will meet quarterly with the Student Body President.

Section 5

Attendance to State Conferences and Workshops

Order of preference given to available positions: Executive Committee Officers, Class Officers, Student Council Representatives

Section 6

The Principal and Adviser have the authority to appoint from time to time additional [ex officio] member(s) to Student Council for such purposes as filling positions related to special projects and including students who have been selected to serve in local, state, or national leadership positions.

ARTICLE FIVE

Section 1

To be eligible for Student Council office as a rising sophomore, junior or senior:

- The candidates must have attended Cook High School one semester prior to taking office.
- The candidates must be in good academic standing (as defined by the district for participation in school activities) with a conduct record free of suspensions, or administrative disciplinary actions.
- Candidates for Student Body Officers must be a member of the rising Senior Class and have previously served, in some capacity, on Student Council at Cook High School at least one (1) semester and ended or completed the term of service/office in good standing.



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Section 2

During March, each student wishing to run for Student Council must obtain and submit two faculty and two peer recommendations. Recommendation forms are provided by the Student Council Adviser. Each candidate will also be required to complete a one-page personal essay explaining his/her reasons for filing for office and goals if elected and attend a candidates meeting to review campaign rules and ethics.

Section 3

Once the candidates have filed for office, an assembly will be held in which all candidates will deliver prepared speeches. A copy of the candidate's speech must be approved by the Adviser at least two (2) school days prior to the assembly. Each speech should be no shorter than one minute and must not exceed three minutes. A timekeeper will notify candidates when their time has expired. All candidates must follow the guidelines for campaign speeches, included in the candidate materials.

Section 4

On the first Thursday of April, the rising Sophomore, Junior and Senior classes shall vote by secret ballot to see who will fill the Executive Committee offices for the next school year. Seniors are not eligible to vote. Students receiving the highest number of votes shall be elected to their designated positions. In the event of a tie, a runoff election will be held the following morning.

Section 5

To be eligible for Student Council Office as a rising freshmen:

- The candidates must be legally enrolled as a student at Cook High School.
- The candidates must be in good academic standing (as defined by the district for participation in school activities) with a conduct record free of suspensions or administrative disciplinary actions. The Candidate Filing Period is held annually the last full week of August. Any sophomore wishing to run for class officer must obtain and submit two teacher and two peer recommendations no later than Monday of the following week. Recommendation forms are provided by the Student Council Adviser. Each candidate will also be required to complete a one-page personal essay explaining his/her reasons for filing for office and goals if elected and attend a candidates meeting to review campaign rules and ethics. All General Election Rules will apply.

Section 6

The exhibiting of inappropriate behaviors or conduct in or outside of Cook High School, failure to perform duties to the best of one's ability, and failure to maintain the acceptable academic standard are grounds for impeachment or other disciplinary actions of an officer. If a Student Council Officer is suspended from school, or if s/he fails to meet all of the aforementioned requirements, then s/he will be required to appear before the Judicial Committee for a closed official hearing to determine future status.



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Section 7

In the event that a vacancy occurs in the office of Student Council President, the Vice President shall succeed to the office of President. In the event of the vacancy is of any other Student Council Officer, the remaining three officers will unanimously choose a replacement from the senior class officials. A special election will then be held, using the election guidelines, to fill the vacant spot. In the event of a vacancy of any class officer, a special election will then be held, using the election guidelines, to fill the vacant spot.

Section 8

Write-in candidates shall be ineligible for election.

Section 9

A copy of the Student Council Constitution will be given to all candidates and will be available on the student council website.

ARTICLE SIX

Section 1

Amendments to this Constitution may be proposed in writing by any Student Council member.

Section 2

Amendments must be accepted by a two-thirds majority of the Student Council membership.

Section 3

This Constitution will be reviewed by a specially appointed committee every three years. The committee will review and recommend any necessary changes. The committee will consist of three seniors, two juniors, and two sophomores. The Vice President will chair this committee.

ARTICLE SEVEN

Section 1

Student Council meetings will be held on the second Thursday of each month. The Adviser may at any time call a special meeting. The Student Body President may also call a special meeting with a minimum of one day's notice and approval of the Student Council Adviser. Proper Parliamentary Procedure shall be followed in the meetings.

Section 2

Attendance at Council meetings is required. Members unable to attend must notify the adviser at least one (1) day prior. Any member having two unexcused absences will be required to meet with the adviser. The member may also be asked to appear before the Judicial Committee in order to determine further disciplinary action or dismissal from the Student Council.



ARTICLE EIGHT

Section 1

During the weeks prior to the Homecoming festivities and game, the Student Council shall work on planning all specifics for activities surrounding the event. Student Council shall be responsible for all traditional and nontraditional activities of Homecoming, both during the school day and after school hours. Events Student Council shall lead include:

- Hallway Decorating Competition—Classes shall each compete to decorate a given area of the class halls. Council selects the theme and Class Officers are responsible for lining up teacher chaperones, class members to work, and materials. Each class must follow the timeline, theme, budget, and behavior rules established by the Council at large. Violations of the rules will result in a Judicial decision on the selection of winners. Judges from the community shall be selected by the Council to judge the walls in a rank order fashion by class based on following the designated theme, overall look, neatness, color, tastefulness, and conduct of said class as documented by teacher advisers during the week.
- Council shall be responsible for overseeing the election of the Homecoming Queen and each class attendant. Each nominee must have an overall GPA of 2.0; must be a member of the class they wish to represent; must have not been suspended in the semester in which they are running; must submit documented evidence of volunteer service; should show a high level of school spirit; and should be of good moral character reflecting school, county, and state guidelines. Council shall work with the adviser or faculty member designated by the adviser to select the flowers, crowns, automobiles, and all pageantry surrounding the crowning on the football field during the Homecoming Game at halftime.
- Council shall select themed days during Homecoming Week where classes shall dress in the clothing and spirit of the Council-designated conceptual fashion. The student attire must follow all school, county, and state rules outlining acceptable student wear. Two adviser-selected Student Council representatives will go door-to-door to record the number of people in each class participating in this activity.
- Council shall host school-wide celebration events in the form of a dance, field day, assembly, bonfire, parade, or other activity, which must be approved by the principal. The activity selected must be one to involve the maximum number of students in school spirit surrounding Homecoming and all of its implications.
- Council shall host a pep assembly on the day of the Homecoming Football game in concert with the Band and all fall sports and academic competitions. Students shall sit by class and cheer in a competitive style.
- Council shall tally up in point form all of the class competitive activities during the week to award the Spirit Stick to the class with the "most school spirit" as evidenced by their rank in competitions in Homecoming Week.
- Council shall be responsible for the Homecoming Dance. They shall select the date, contract a DJ, decorate the area designated for the dance, have signups for dates from other schools, sell concessions, sell tickets, clean up afterwards, and police the event. The theme and character of the dance shall be the responsibility of the Council. All



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- Student Council members are expected to attend the dance unless excused by the adviser and principal. The dance shall be open only to CHS students of good standing, meaning those eligible to participate as defined by school district policy.

Section 2

Student Council shall sponsor Student Incentive Programs throughout the school year. Council shall work with the Administration to schedule events, activities, field trips, and any other activity directed by the Faculty Leadership Team, Administration, and the Council itself. Activities can arise from the ranks of Student Council, faculty, Administration, or as the result of a student suggestion. Council shall discuss, vote, and work with the Administration to meet the needs of the Student Body. School dances or any other school-wide activity from other school organizations can request the participation and guidance of the council, which will be brought before the entire Council for a vote on Council involvement. The Student Council will strive to sponsor school-wide activities that have broad appeal and reach out to the diverse populations within the student body.

Section 3

The Student Council shall be the clearinghouse and representative body of CHS serving as an intermediary agent acting as a liaison between students, faculty, and administration.

AMENDMENTS

Proposed: None

Student Council Officer Elections

To be eligible for Student Council office:

- The candidate must have attended Cook County Schools at least one semester prior to taking office.
- The candidate must be in good academic standing (as defined by the district for participation in school activities) with a conduct record free of suspensions, or administrative disciplinary actions.
- Candidates for Student Body Officers must be a member of the Senior Class and have previously served, in some capacity, on Student Council at Cook High School at least one (1) semester and ended or completed the term of service/office in good standing.

To run for Student Council Office you must:

- Complete student government application and turn in at front office or digitally email to bfutch@cook.k12.ga.us
- Complete a one-page personal essay explaining his/her reasons for filing for office and goals if elected and turn in at front office or digitally email to bfutch@cook.k12.ga.us
- Attend a candidate's google meet to review campaign rules and ethics.
- Prepare and record a 1-2 minute speech. The candidate's speech must be emailed to bfutch@cook.k12.ga.us by Aug. 5 at 8 AM. The Advisor will review for approval.

Student Council Elections Rules

- Prepare and record a 1-2 minute speech. The candidate's speech must be emailed to the bfutch@cook.k12.ga.us by Thursday, Aug. 5 at 8 am.
- Speeches MUST be emailed via Cook High School email.
- Elections voting will take place via Google forms on Monday, Aug. 9.
- Candidate's posters may be hung beginning Wed. Aug 4 until Fri. Aug. 6.
- Candidate posters must be hung by material that does not peel off paint when removed such as blue painters tape.

Timeline

July 28 – 10 am	Google meet for all candidates for rules/ethics
August 3 – 8 AM	Candidates applications & essays due
August 3 – 3 PM	School notifies candidates if they qualify
August 4-6	Student Campaigns
August 5	Student speeches due (will view in HELP on Aug. 6)
August 9	Elections via Google
August 11	Run-off Elections
September 17	Homecoming Game

STUDENT GOVERNMENT APPLICATION

Name:

Grade:

Please complete/return this application by email to: bfutch@cook.k12.ga.us by August 3 by 8am

LATE APPLICATIONS WILL NOT BE ACCEPTED

	Student Body Officers - Seniors only	Class officer
Position Applying for:	Student Government President	Class President
	Student Government Vice- President	Class Vice-President
	Student Government Secretary	Class Secretary
	Student Government Treasurer	Class Treasurer

Please list your past involvement in school activities:

Please list your previous leadership experience and why you are qualified for this position:

(Advisor Completes This) Conduct Record Clearance		(Advisor Completes This) Academic Standing GPA	
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I have read the CHS Student Council Constitution and understand the responsibilities of office:

Student Signature:

I have read the CHS Student Council Constitution and understand the responsibilities of office

Parent/Guardian Signature: