**Prattville Junior High School**

**Student Council**

**Constitution and Bylaws**

**Revised: September 6, 2018**

Article I: Name

The name of this organization shall be the Prattville Junior High School (PJHS) Student Council.

Article II: Organization

1. The PJHS Student Council will be composted of the Executive Committee, Officers, and Class Representatives.
   1. The Executive Committee will consist of the Sponsors and Principal at Prattville Junior High School. The Executive Committee’s duties are outlined in Section 2 of this article. All members will report to the Executive Committee.
   2. Officers will include a President from the 8th grade class and elected by the 8th grade class as well as a Vice President from the 7th grade class and elected by the 7th grade class. Additional officers include Treasurer, Secretary, and Historian which may be from either the 8th or 7th grade classes and elected by both grades.
   3. There will be no more than ten representatives per class (excluding officers in this number).
2. The Executive Committee
   1. Will plan association’s activities, finances, and schedules.
   2. Will appoint committees as needed to carry out activities of the association.
   3. Can make emergency decisions.
   4. Will prepare ideas for meetings.
   5. Will notify and secure any teacher or administrative assistance other than sponsors as needed.
   6. Manage the organization and supervision of all class elections.
   7. To pass emergency measures as may be necessary.
   8. Maintain financial report as well as receipt and disbursement of all monies.
   9. Develop, adopt, and amend the constitution and bylaws as necessary.

Article III: Powers

All members of the association shall have the power to:

* To promote class elections.
* To originate, formulate, and promote association policy.
* To publicize the association’s policies, programs, and activities in a positive manner.

Article IV: Officers & Representatives

1. Officers of the association will be elected by the student body of Prattville Junior High School.
2. The president will be an 8th grade student and shall be elected by the 8th grade class. The president’s duties shall be:
   1. Preside at all meetings.
   2. Represent the organization at school assemblies.
   3. Represent the association at all community meetings and functions.
3. The vice president will be a 7th grade student and shall be elected by the 7th grade class. The vice president’s duties shall be:
   1. Assist with all meetings and activities of the organization.
   2. Perform duties of the president in the absence of the president.
4. The secretary shall be either an 8th or 7th grade student elected by the entire student body of Prattville Junior High School. The secretary’s duties shall be:
   1. Assist in planning and carrying out the activities of the association.
   2. Make and keep accurate records of all meetings and activities, including meeting minutes and attendance. If the secretary is not present to take attendance or minutes, the PJHS Student Council historian shall be in charge of the records.
   3. Keep all members informed of association meetings and activities.
5. The treasurer shall be either an 8th or 7th grade student elected by the entire student body of Prattville Junior High School. The treasurer’s duties shall be:
   1. Assist in planning and carrying out the activities of the association.
   2. Funds will be deposited in the Student Council account at Prattville Junior High School and maintained by the Executive Committee.
6. The historian shall be either an 8th or 7th grade student elected by the entire student body of Prattville Junior High School. The historian’s duties shall be:
   1. Assist in planning and carrying out the activities of the association.
   2. In the absence of the secretary, make and keep accurate records of all meetings and activities, including meeting minutes and attendance.
7. Representatives will be actively involved in the Student Council as well as any committee they are assigned to.

Article V: Elections

1. Qualifications for Student Council officer or representative positions:
   1. All candidates must have a 3.0 cumulative average or better leading up to the time of election. (Students who do not meet the 3.0 GPA requirement will be vetted by the sponsor(s) who will determine whether or not to allow the student to run for office as a probationary member – a fact that will only be known to the sponsor(s) and student. If the student receives permission to campaign – and if he/she is elected – then he/she will be considered on Academic Probation, meaning he/she will be required to meet with the sponsor(s) quarterly to review his/her grades (GPA) and set academic goals. If the student fails to increase his/her average, then a decision, as to whether or not continued participation in SGA is beneficial would be made. The sponsor(s) and principal would make this decision.)
   2. Officers must not have other duties that will interfere with the performance of association duties.
   3. All candidates must meet the attendance requirements outlined in Article VII to be eligible to run.
   4. All candidates must have a clean discipline record for the year with no placement in the Second Chance Program (Alternative School), placement in In-School Suspension (ISS) for Class II Offenses or higher (see PJHS Code of Conduct), or more than one placement in ISS for Habitual Class I offenses.
2. Elections will be held at the start of each academic year.
3. Students interested in running will attend an informational meeting to receive teacher recommendation packet and parent/guardian – student signature form. Parent/guardian – student signature form must be turned in to sponsor(s) to be eligible as a candidate.
4. Teacher recommendation forms, student grades/attendance/and discipline will all factor in eligibility to campaign for Student Council.
5. Campaign Rules
   1. Candidates will receive and agree to the rules published by the Executive Committee.
   2. Proven failure to comply with campaign rules prior to election will result in disqualification.
   3. If a newly elected Student Council member is proven to have failed to comply with campaign rules within the first two weeks post-election, the election will be considered invalid and the elected member will be immediately removed from offices. The vacated position will be filled with the person receiving the next highest number of votes.
6. In the event of a tie for officer positions, teacher recommendation tallies will determine results. If teacher recommendation tallies are tied, a run-off will be held of the individuals involved.
7. All voting will be done by scantron ballot (purchased by the Student Council) and tallied by the sponsor(s).

Article VI: Meeting Time and Place

The Executive Committee will arrange the time and place for the Student Council meetings. Most meetings will be held at Prattville Junior High School.

Article VII: Attendance

1. Regular attendance is expected for all Student Council meetings and activities.
   1. For meetings or activities on campus on a school day, excused absences will be accepted if noted in the INow portal by the school as excused. For after school hours off or on campus meetings/activities, notes must be presented in writing to the sponsor(s) by noon the day before unless there is an emergency.
   2. After the second unexcused absence during the elected year, a member will meet with the sponsors and be placed on probation.
   3. A third unexcused absence will result in removal from the association.
2. Student Council members are expected to be on time for meetings and activities and stay for the duration.
   1. Members more than half the meeting or activity time late will be considered absent (unexcused).

Article VIII: Removal from Student Council

1. A member will be removed from Student Council for:
   1. Exceeding the absence guideline per article VII.
   2. For failure to meet academic requirements per article V.
   3. For actions that contradict or challenge the principles set forth by this organization; for any other action viewed as detrimental to the welfare and best interests of this organization and our school.
   4. For actions that violate the County and School Code of Conduct.
   5. For actions that result in placement in the Second Chance Program (Alternative School).
   6. For actions that result in In-School Suspension due to a Class II Offense or higher (see PJHS Code of Conduct); and for habitual Class I Offenses that result in more than once placement in In-School Suspension.
   7. Unbecoming behavior or illegal activities off-campus.
   8. Failure to complete probationary steps by the given date.
   9. Probation violation.
2. Social Media:
   1. All members are expected to represent themselves, Prattville Junior High School, and the Student Council in a positive manner on social media.
   2. These sites include but are not limited to: Facebook, Twitter, Snapchat, Instagram, Flickr, YouTube, etc.
   3. In a case where a member fails to comply with County and School Code of Conduct regarding social media, they can be removed from their position and/or Student Council. At a minimum, the member will be placed on probation.
3. Prior to removal:
   1. Charges will be investigated by the Executive Committee.
   2. Members facing dismissal will receive a letter outlining the reason for the possible dismissal, and he or she will be given due process.
   3. Removes from office or Student Council requires the approval of sponsor(s) and the Principal.

Article IX: Fundraising and Events

1. Fundraisers will be proposed by the Executive Committee or by the members of the Student Council and sent to the Prattville Junior High School Administration for approval.
   1. All members will participate in all fundraising.
   2. All money, 100%, will be put in to the Student Council account unless otherwise voted upon by members of the Student Council.
   3. All money not placed in the Student Council account can only go to a charity of choice in adherence with the bylaws and rules of accounting for Prattville Junior High School.
2. Events will be proposed by the Executive Committee or by the members of the Student Council and sent to the Prattville Junior High School Administration for approval.
   1. The PJHS Student Council will host the following events annually for PJHS: Spirit Week, Homecoming Court and Dance, BOP Court, and Winter Court and Dance.
   2. The Executive Committee can create committees to head events and appoint members to said committees.
   3. All members are expected to participate and promote events designated by the Student Council including planning.

Article X: Authority

In recognition of the power and authority of the Prattville Junior High School principal, an in understanding that all Student Council policies, regulations, and actions come under the direct control of the principal, he or she has the final power of veto over such regulations, rules, and actions, that he or she may deem as detrimental to the welfare of the school.

Article XI: District, State, National Student Council Organizations

1. This association shall retain membership in all the above organizations.
2. If the Prattville Junior High School Student Council is given permission by the principal to attend State Convention/Competition, members on probation will not be allowed to attend.

Article XII: Amendments

1. This constitution and bylaws may be amended.

Article XIII: Final Clause

This constitution, set forth by the Prattville Junior High School Student Council or any revision thereof, must be passed by the association as a whole, excluding those absent, at the start of each school year.