

# CONSTITUTION OF THE STUDENT COUNCIL OF CYPRESS CREEK HIGH SCHOOL

## **ARTICLE I.** Name, Purpose, and Structure.

### *Section i. Name*

The organization will be known as the Student Council of Cypress Creek High School, hereafter referred to as the Council.

### *Section ii. Structure*

The Council will be comprised of the Executive Board, the class governments, and the Core Committees.

### *Section iii. Purpose*

The objectives of student participation as viewed by this school and the functions of this council will be:

- a. To foster, promote, and develop democracy, citizenship, and leadership as a way of life;
- b. To represent the student body of Cypress Creek High School to the Administration, Faculty and other persons or groups outside for the School whenever such representation is appropriate;
- c. To provide services for the School and members of the School community in an effort to promote good human relations.

## **ARTICLE II.** Membership.

The Council shall be comprised of elected representatives.

### *Section i. Members*

The members of the Council shall consist of:

- a. The holders of the Executive Offices as described in Article VI;
- b. The holders of the Class Government Offices as described in Article V;
- c. Unelected persons according to Section v.

### *Section ii. Candidate Eligibility*

- a. A candidate for membership in the Council must maintain an overall 'B' average and a 'satisfactory' conduct.
- b. With the consent of the Sponsor, the standing Executive Board may appoint Council members.

### *Section iii. Member Eligibility*

- a. Members of the Council must abide by the rules and procedures detailed in this Constitution. Any violation of this Constitution may result in probation or removal from the Council.
- b. Council members must maintain an overall 'B' average and a 'satisfactory' conduct. Failure to satisfy this requirement will result in probation.

- c. Should a Council member withdraw from the School for two or more consecutive days for a leave of absence, suspension or expulsion, that member will be considered to have resigned on the day the absence begins.
- d. A council member must satisfy the point requirements as determined by the standing Executive Board. Failure to fulfill this requirement will result in probation.
- e. A Council member receiving probation in excess of two consecutive instances will be removed from the Council.

*Section iv. Election*

- a. Elections for students enrolled in the School will take place during the month of April of the year prior to that during which an elected representative will serve. The election process is not bound by this Constitution and will be determined by the Sponsor and the standing Executive Board.
- b. Elections for the freshman class will take place no later than the conclusion of the first grading period of the year and will be conducted by the standing Executive Board.
- c. Elections will take place within each class. A student is not permitted to vote for a candidate outside of his/her class and is allowed a single vote.

*Section v. Unelected Members*

Students may join the Council as a member at any time during a term of office by earning two points in excess of the point requirements of the first grading period during which that student enters into the Council. Unelected members hold the same participatory power as the holders of the Class Governments.

*Section vi. Voting*

Members of the Council will be entitled to one vote for each question deliberated by the Council. Any action of the Council must be approved by a two-thirds vote of those present at the meeting during which said action was proposed. For purposes of the Council, a two-thirds vote will be considered a majority.

*Section vii. Term of Office*

A term of office will begin and end three weeks prior to the end of each School year, as determined by the calendar of the Cypress Fairbanks Independent School District.

*Section viii. Duties of a Member*

- a. To attend all meetings;
- b. To regularly participate in activities and projects;
- c. To vote on matters of the Council;
- d. To fulfill the point requirement for the given grading period.

**ARTICLE III. Point System.**

*Section i. Purpose*

The Point System serves as a measure of accountability by creating a periodic requirement from the members of the Council.

*Section ii. Structure*

The Point System will operate along with the calendar set forth by Cypress Fairbanks Independent School District. Point requirements will be determined by the standing Executive Board and are considered due upon completion of each 'grading period.'

*Section iii. Points*

A member of the Council will receive points based upon his/her contribution to the Council. The value of said contribution will be determined by the standing Executive Board.

**ARTICLE IV. Probation.**

Probation shall be defined as a period during which the attitude, integrity, and character of a member is tested resulting from failure to fulfill one or more of the following:

*Section i. Purpose*

Probation, in the capacity of the aforementioned definition, provides a standard for and protects the integrity and nature of the Council.

*Section ii. Grade and Conduct Requirement*

A member must maintain a 'B' average and 'satisfactory' conduct in all classes to remain in good standing with the Council.

*Section iii. Point Requirement*

A member must fulfill the point requirement as determined by the Executive Board to be in good standing with the Council.

*Section iv. Miscellaneous Requirements*

As determined by the standing Executive Board, occasional events or projects may necessitate the involvement of the entire Council. In such instances, the Executive Board may authorize mandatory contribution from all members.

**ARTICLE V. Class Government.**

*Section i. Purpose*

The Class Governments provide leadership in each class for organizing events, opportunities and fundraisers for their respective classes.

*Section ii. Structure*

Each class will be represented by a Class Government. Each Class Government will consist of a single, elected representative for every fifty enrolled students. Each Class Government holds four additional offices, that of: a President, a Vice-President, a Secretary and a Treasurer.

**ARTICLE VI. Executive Board and Office.**

The Executive Officers of the Council, in order of seniority, shall be the President, the Vice-President, the Secretary, the Treasurer, the Parliamentarian, the Historian, the Public relations Officer(s), and the Executive Officer(s).

*Section i. Eligibility*

- a. A candidate for an office of the Executive Board must have been elected as a representative to his/her Class Government.
- b. The standing Executive Board may require a candidate for an Executive Office to meet an age qualification.
- c. Each member of the Executive Board must have served on the Council for one year prior to the term during which he/she will serve.
- d. The offices of the Executive Officer(s) will be filled by appointment. A potential appointee must have participated as a candidate in the election of the Executive Board.
- e. If a member of the Executive Board resigns from office, the standing Executive Board may appoint a substitute or hold an election to fill the vacancy.

#### *Section ii. Election*

- a. The election of Executive Board will follow the election of the Class Governments.
- b. Election will be based on a four-part process. Each portion of the process will hold equal weight:
  1. Teacher recommendations;
  2. Interview with various faculty members;
  3. Interview with standing Executive Board\*;
  4. Popular vote by each of the newly-elected Class Governments.

*\* A candidate who holds an Executive Office will be excluded from the Executive Board in the election process.*

#### *Section iii. Duties of the President*

- a. Preside at all Council meetings;
- b. Appoint members to the Core Committees;
- c. Assume responsibility of all Council projects and activities;
- d. Vote in the occurrence of a tie;
- e. Dismiss a member from a Council meeting;
- f. Serve on a committee to remove a member from the Executive Board from office;
- g. Complete the report for Outstanding Student Council for the Texas Associations of Student Councils.

#### *Section iv. Duties of the Vice-President*

- a. Assist the President in all areas of operation of the Council;
- b. Assume the responsibilities of the President of the Executive Board in his/her absence;
- c. Maintain the Point System and its implementation;
- d. Serve on a Core Committee.

#### *Section v. Duties of the Secretary*

- a. Communicate on behalf of the Council to the members of the Council, faculty members of the School, students of the School, or other third-parties;
- b. Record the developments of the Council during meetings;
- c. Handle correspondences of the Council;
- d. Assist the President in establishing an agenda for each meeting;
- e. Serve on a Core Committee.

#### *Section vi. Duties of the Treasurer*

- a. Oversee all income and expenditures of the Council;

- b. Assist the President and Sponsor in establishing a budget for every project of the Council;
- c. Archive all receipts of expenditures;
- d. Verify transactions of all projects;
- e. Provide a financial report upon request;
- f. Serve on a Core Committee.

*Section vii. Duties of the Parliamentarian*

- a. Act with parliamentary procedure for the Council according to the *Robert's Rules of Order*;
- b. Assist the President in the organization of student elections;
- c. Serve on a Core Committee.

*Section viii. Duties of the Historian*

- a. Record all projects of the Council;
- b. Detail records in a scrapbook;
- c. Serve on a Core Committee.

*Section ix. Duties of the Public Relations Officer*

- a. Handle and maintain publicity of all Council activities through announcements, signage, and marquee;
- b. Distribute information to the local media;
- c. Serve on a Core Committee.

*Section x. Duties of the Executive Officer*

- a. Provide assistance and support for the Executive Board;
- b. Serve on a Core Committee.

*Section xi. Powers of the Executive Board*

- a. The Executive Board may veto the outcome of any deliberation of the Council with a unanimous vote of Executive Board.

**ARTICLE VII. Core Committees.**

The Council shall be comprised of four standing committees, as directed by the Texas Association of Student Councils (T.A.S.C.): Energy and Environment; Drugs, Alcohol, Safety, Health (D.A.S.H.); Pride and Patriotism; and Community Service.

*Section i. Committee Structure*

The President of the Executive Board of the Council will appoint members of the Council to serve on the Core Committees. Each committee must be comprised of three or more students.

*Section ii. Duties of the Committee*

The role of each committee is detailed by the T.A.S.C. and is held to a standard set by the T.A.S.C.. The requirements differ for each committee, but the committees are expected to fulfill the prescribed goals.

**ARTICLE VIII. District Representative.**

District Representation will be determined by the T.A.S.C. and the standing District Board. Should the Council be elected into a District Office, the elected individual will be responsible for acting in that office as detailed by the District. He/She will manage all affairs regarding to this office.

#### **ARTICLE IX. Council Class Period.**

The holders of the offices of the Executive Board must enroll in the Council Class Period. This class will be considered an elective and will enable the Executive Board to fulfill administrative tasks of the Council and the Core Committees.

#### **ARTICLE IX. Council Sponsor.**

The Council must stand under the authority of a faculty member of the School. This sponsor shall act as means of communication between the Council and the administration or faculty. The sponsor may overrule Council decisions.

#### **ARTICLE XI. Removal.**

##### *Section i. Removal from the Council*

Any member of the Council may be removed from office as a result of one or more of the following: misconduct at meetings, absence from duty, two or more consecutive days of suspension or expulsion, use of illegal substances, or a violation of the Code of Conduct of the Cypress Fairbanks Independent School District. An Officer of the Class Governments or Executive Board will be expected to fulfill his/her respective duties as detailed in this Constitution for each grading period or when appropriate.

- a. When an officer of a Class Government is removed from office, the vacant office will be filled by election within the Council.
- b. When a Representative of a Class Government is removed from office, the vacancy will be filled by a qualified member who exceeds expected requirements.
- c. When a holder of an office of the Executive Board is removed, the vacancy may be filled according to the process described in Article VI.

##### *Section ii. Removal Process*

Should question arise of the removal of a member of the Council, a committee consisting of the sponsor of the Council, the Associate Principle of the School, the President of the Executive Board of the Council, and two chosen faculty members of the School shall review the infraction and determine the removal of the accused member. Should the President of the Executive Board of the Council be under review for removal, the Vice-President of the Executive Board of the Council will deliberate in the said committee in his/her stead.

#### **ARTICLE XII. Amendment.**

##### *Section i. Amendment Process*

This Constitution may be amended with a vote of two-thirds of the Council members at the meeting during which a proposition is made.

##### *Section ii. Executive Power*

An amendment may be repealed by a unanimous, public vote of the Executive Board. The Executive Board may act outside of the powers of this Constitution until the subsequent Council meeting, where the Executive Board must detail its actions for approval by the Council.

**ARTICLE XIV. Ratification.**

Ratification must pass in the Council by a majority vote and be approved of by the standing Executive President. If the President vetoes ratification, the Council may override the measure with a three-quarter vote of the Council.

**ARTICLE XIV. Transition.**

This Constitution will take effect immediately following the election of the Class Governments of the year of ratification. Should ratification occur following the election of the Class Governments, all effects of this Constitution will be retroactive to that point.