

# DESERT HILLS MIDDLE SCHOOL

## A.S.B. CONSTITUTION and BY-LAWS

Approved April 20, 2016

### Article I - NAME

This organization shall be known as the Associated Student Body of Desert Hills Middle School.

### Article II - PURPOSE

The purpose of this organization shall be to: practice good citizenship; promote harmonious relations throughout the entire school; improve school morals; assist in the management of the school; provide a forum for the student expression; provide direction for school activities.

### Article III – MEMBERSHIP

Section 1: All students regularly enrolled in Desert Hills Middle School are eligible members of the Associated Student Body.

Section 2: All students who participate in any activity, club, or organization which is sponsored by or financed by the Associated Student Body are required to pay ASB fees in order to be a member of the Associated Student Body.

### Article IV – LEGISLATIVE DEPARTMENT

Section 1: All legislative powers shall be vested in the Student Legislature, hereafter called the Student Council.

#### Section 2: Student Council

- a. Officers: The main Student Body Officers, except the President, shall be allowed a vote in the Student Council. The President may vote in the case of a tie vote.
- b. Membership: The Student Council of the Associated Student Body shall be composed of one representative from each homeroom, who shall have one vote, the student body officers, and principal or his/her designee.
- c. A representative and his or her alternate shall be elected from each homeroom not later than the 3<sup>rd</sup> week of the fall semester. All vacancies during the year must be filled within two weeks.
- d. Term of Office: All representatives shall be elected for a term of one school year.
- e. Attendance: If a representative is absent for more than two meetings without a valid excuse, he/she will be automatically dismissed and the homeroom shall fill the vacancy.
- f. Duties and Powers:

1. The Student Council shall have the power to take all measures necessary for execution of powers vested in the Student Council by the Constitution.
2. To impeach, by two thirds vote, any of the four Associated Student Body officers.
3. To elect a pro tem officer in the event of vacancy occurring in any of the four Associated Student Body Offices.
4. Subject to approval of the principal, to vote on and designate the use of Associated Student Body funds.

### Section 3: Legislative Procedure

- a. Motions, amendments to motions, or amendments to the Constitution may be initiated by any member of the Student Council.
- b. Every bill or amendment passed by two-thirds vote of the Student Council, if not vetoed by the Associated Student Body President, or disapproved by the principal within two weeks, shall become effective. The president's veto may be overruled by a three-fourths vote of the Student Council.
- c. A quorum shall be two thirds of the voting members of the Student Council and must be present when a matter is discussed, debated, or voted upon.
- d. Officers may meet to approve or disapprove expenditures without calling a meeting of the Student Council Representatives.

## Article V – EXECUTIVE DEPARTMENT

### Section 1: Composition

- a. The Executive Department shall consist of the officers of the Associated Student Body, and the principal and his/her designee.
- b. Committees shall be appointed as needed by the Associated Student Body President, and shall be subject to the approval of the Student Council.

### Section 2: Officers

- a. The Officers of the Associated Student Body shall be the President, Vice-President, Secretary, and Treasurer.

### Section 3: Elections

- a. The Officers (Cabinet) of the Associated Student Body shall be elected in an annual election which shall be held before the end of May with a definite time being determined by the Cabinet..
- b. Students interested in running for an A.S.B. office must complete an application packet, and then be approved by the Assistant Principal.
- c. Any student running for an A.S.B. office or position, must meet the following requirements during the school year of running for office, and must maintain them during their elected term of office.
  - 1) A student shall meet the grade level requirements outlined in Section 4: Qualifications.
  - 2) A student shall have a grade point average of 2.5 or above.
  - 3) A student shall have no truancies or excessive tardies.
  - 4) A student shall have no more than 3 discipline referrals. (i.e., MYD forms, or detentions.)
  - 5) A student shall have no suspensions.
- d. A primary election shall be held one week after applications close. The two candidates for each position receiving the greatest number of votes will advance to the general election.
- e. A general election will be held within one week after the primary election. The candidate receiving the majority of votes cast for each position will be declared elected.

### Section 4: Qualifications

- a. The President shall be a 7<sup>th</sup> grader at the time of election.
- b. The Vice-President shall be a 6<sup>th</sup> grader at the time of election.
- c. The Secretary shall be a 7<sup>th</sup> grader at the time of election.
- d. The Treasurer shall be a 6<sup>th</sup> grader at the time of election.

## Section 5: Duties and Powers

- a. President: The President shall see that the provisions of the Constitution the Bylaws, and the rules and regulations of the Associated Student Body are properly carried out. S/he shall perform all of the duties as the office requires. S/he shall have the power to appoint, with the consent of the principal, all committee chairs as necessary. The President shall be the official representative of the Associated Student Body of Desert Hills and will serve as ex-officio member of all committees.
- b. Vice-President: The Vice President shall assume duties of the President in the latter's absence, and shall assist the President in all ways possible. The Vice President will serve as Spirit Director and Publicity Manager.
- c. The Secretary must keep official records of all Student Council meetings and shall read the minutes at the following meeting of the Council. S/he shall check attendance at all Student Council meetings. The Secretary will be responsible for official ASB correspondence.
- d. Treasurer: The Treasurer shall work in coordination with the Assistant Principal to approve official financial transactions of the student body.

## Article VI - REVIEW OF ACTIVITIES

### Section 1: Review, approval, and disapproval

- a. It is recognized that the principal is responsible to the superintendent and the community, represented by the Board of Education, and that participation in school government is subject to school code and laws. Therefore, it is agreed that all resolutions, acts and financial arrangements are subject to review, and approval or disapproval, by the principal and or his/her designee.

## Article VII – BY-LAWS

The order of exercise at business meetings shall be:

1. Call to order
2. Pledge of allegiance
3. Reading of the minutes
4. Treasurer's report
5. Committee reports
6. Unfinished business
7. New business
8. Adjournment