

Mentor High School Student Government Constitution

Preamble

We, the members of the Student Government of Mentor High School, elected by our peers, stand as a representative body of our fellow students. It is the duty of each elected Member to embody the values and principles of the student body.

Article I: Roles of Student Government Positions

Section 1-Duties

A. Executive Officers

1. President-The President shall be the liaison with the administration for the student body. She or he shall attend or appoint someone to attend administrative meetings including PTSA meetings, calendar committee meetings, and all other committees requiring a student representative. The President shall work with the advisor and Vice President to appoint cabinet members including the Philanthropy Specialist, Corresponding Secretary, and Recording Secretary. She or he is also responsible for overseeing elections. The President shall have further powers, duties, and limitations as assigned by the Student Government.

2. Vice President-The Vice President shall aid the President with his or her duties. In the absence of the President, the Vice President shall preside over Student Government meetings. The Vice President shall assume the Presidency if the President is no longer able to hold the office. The Vice President shall have further powers, duties, and limitations as assigned by the Student Government.

3. Philanthropy Specialist-The Philanthropy Specialist shall be responsible for administering a calendar of charitable events and shall be responsible for monetary charity drives in school. The Philanthropist shall have the power to appoint others to head charity drives within the school. In the absence of the President and Vice President, the Philanthropy Specialist shall preside over the Student Government meetings. The Philanthropy Specialist shall have further powers, duties, and limitations as assigned by the Student Government.

4. Secretary-

a. Corresponding Secretary-The Corresponding Secretary shall be responsible for posting and delivering all minutes of regular and special meetings of the Student Government and for posting the agenda of upcoming meetings as they are prepared. The Corresponding Secretary shall be responsible for correspondence of the Student Government and

for taking and recording attendance. The Corresponding Secretary has the responsibility of publicity. In the absence of the President, Vice President, and Philanthropy Specialist, the Corresponding Secretary shall preside over the Student Government meetings. The Corresponding Secretary shall have further powers, duties, and limitations as assigned by the Student Government.

b. Recording Secretary-The Recording Secretary shall be responsible for recording and filing the minutes of regular and special meetings of the Student Government, and for preparing the agenda of upcoming meetings as necessary. In the absence of the President, Vice President, Philanthropy Specialist, and the Corresponding Secretary, the Recording Secretary shall preside over the Student Government meetings. The Recording Secretary shall have further powers, duties, and limitations as assigned by the Student Government.

B. Class Officers

1. Class Presidents-The Class Presidents shall perform the duties of Chief Executives of their respective classes. The Class Presidents shall preside over class meetings, and shall be responsible for appointing class committees, reporting class activities to the entire Student Government, and shall be in charge, under the Student Government, of class projects. The Class Presidents must attend executive board meetings and Student Government meetings. The Class Presidents must work with class advisors and the Vice President to appoint eight Class Senators for their respective grade level. The Class Presidents shall have further powers, duties, and limitations as assigned by the Student Government.

2. Class Vice Presidents- The Class Vice Presidents shall exercise the powers and duties of the Class Presidents their absence. The Class Vice Presidents shall assist in class activities and attend all executive board meetings and Student Government meetings. They will work in conjunction with the class advisors and Class Presidents to elect Class Senators. The Class Vice Presidents shall have further powers, duties, and limitations as assigned by the Student Government.

C. Class Senators-The Class Senators shall report to their respective Class Presidents. The Class Senators shall attend executive class meetings and Student Government meetings. The Class Senators shall be responsible for organizing and administrating Student Government functions and projects. The Class Senators shall have further powers, duties, and limitations as assigned by the Student Government.

D. Student Government Members-Every 3-4 class shall choose a Student Government Representative for the duration of a semester or a full year depending on the class. Student Government members shall be automatically expelled from Student Government if they fail to attend three meetings. They shall be responsible to report back

to their 3-4 class about all Student Government proceedings. The Student Government members shall have further powers, duties, and limitations as assigned.

Section II: Necessary Qualifications for Office

A. General Requirements

1. Grade Point Average- All Student Government members including Student Government Officers, Class Officers, Class Senators, and general Student Government Representatives shall hold a minimum grade point average of 2.5. Failure to attain the minimum grade point average requirement shall result in temporary removal from office. Should the grade point average rise above 2.5 the following quarter, the member shall be reinstated. If not, impeachment proceedings shall begin.

2. All members shall be in good standing in one's class.

B. Student Government Officers

1. President-The President shall be a member of the senior class who has served in the Student Government for at least for one year.

2. Vice President-The Vice President shall be a member of the junior or senior class who has served in the Student Government for at least one year.

B. Cabinet Members: Philanthropy Specialist, Corresponding Secretary, Recording Secretary- The cabinet members must complete application process.

C. Class Officers- The Class Officers must be a member of their respective classes.

D. Class Senators-In each grade level there are eight Class Senators appointed by their respective Class President and Class Vice President. Class Senators must be members of their respective classes and shall complete an application process in order to be considered for the office.

Article II: Elections and Transition of New Members

Section 1-Election Day

The election shall be held the Tuesday in the first week of May.

Section 2- Election Process

The applications shall be publicized for six days. Candidates shall have five days to complete an application in which they must collect a signature from a parent, the unit principal, and a teacher. Candidates shall be given five days to collect two hundred

signatures from the student body. Candidates shall be given a five day preparatory time. Campaigning shall run for eleven days.

Section 3-Voter Eligibility

To be eligible to vote, students must present a form of photo identification.

Section 4-Voting

The Lake County Board of Elections shall provide voting machines for election day, and the Student Government Officers shall provide the man power for the election. The winning candidate in the Student Government Presidential race will be the candidate that receives the plurality of votes. In the case of the Class Officers, the President shall be the candidate receiving the plurality of votes, and the Vice President shall be the candidate receiving the second-most votes.

Section 5- Sophomore Elections

The election of sophomore Class Officers will occur before the completion of the first quarter of the school year.

Section 6-Tie

In the case of a tie, there shall be a vote by the appropriate members of Student Government.

Section 7-Transition Period

A meeting shall be established between the old Officers and new Officers. Appointments shall be made for the cabinet members and Class Senators.

Article III: Meetings

Section 1-Meeting Dates

The Student Government Officers and advisors will determine the dates of the meetings. Meeting dates shall be posted around the school and an announcement shall be made. There shall be at least two meetings a month of general Student Government representatives.

Section 2-Attendance

Students shall be placed on probation after missing two meetings. Termination shall occur after a member has missed three meetings without a legitimate excuse.

Section 3-Seating

General members shall seat in their designated seats for each general Student Government meeting.

Article IV: Impeachment and Removal from Office

Section 1- Reasons for initiating impeachment procedures

- A. Failure to attend three meetings without legitimate excuses.
- B. Failure to complete activities in allotted time as determined by the Student Government or not taking an active role or completing assigned duties.

Section 2-Initiating impeachment

If a member has a reason to initiate impeachment, then the member must discuss impeachment with the appropriate student government advisor.

Section 3-Hearing in front of Executive Board

The Executive Board has the authority to impose consequences up to and including removal from office. A two-thirds votes of the Executive Board is required for removal.

Section 4-In the case of impeachment

In the event of a resignation or impeachment, the line of succession will go into effect.

Section 5-Line of Succession

1. Student Government Positions

President
Vice President
Cabinet
General Member

2. Class Positions:

President
Vice President
Senator
General Class Member

Article V: Relationship with Other Student Organizations

Section 1- Activities Calendar

It shall be the duty of the Student Government to maintain an activities calendar for publication to all students. Each club must submit dates of projects and activities to the Student Government to add to the activities calendar.

Section 2-Mission Statement

Each and every club must submit a mission statement to the Student Government in order to define their role and objectives so that the needs of the student body can be fulfilled.

Section 3-Student Government Support

Student Government will make every effort to assist or support other clubs in being successful.

Article VI: Amendment Process

Section 1- Proposal

A. Members-Any member of the Student Government may propose amendments to the constitution.

B. Student Body- The student body may propose amendments to the constitution by presenting the Student Government with 100 signatures reflecting the views of these students.

Section 2-Ratification

A proposal amendment shall become a part of the constitution if ratified by a super majority (two-thirds majority) of the votes cast by the Student Government in a special election.

Article VII: Ratification of the Constitution

The constitution must be ratified by the two-thirds majority of the Class Officers based on one vote per class.