

Constitution of the Fifth District of the Florida Association of Student Councils

Proposed March 1983, Revised April 1983, Revised June 1985, Revised January 1987, Revised February 1991, Revised March 1991, Revised March 1995, Revised February 1996, Revised January 2006, Revised March 2013, Revised February 2016, Revised January 2018, Revised January 2019, Revised October 2020, Reviewed October 2021, Revised January 2023

Preamble

The purpose of this organization shall be to promote student leadership, participation in school affairs, and to strengthen inter-school relations within the district.

Article I Name

Section 1 The name of the organization shall be District Five, Florida Association of Student Councils (FASC).

Article II Membership and Dues

Section 1 Membership in this organization shall be open to any student council from a middle school or high school (or any school which contains grades ranging from sixth to twelfth) inside the District Five boundaries which are set forth by the Florida Association of Student Councils.

Section 2 The annual dues for each school shall be eighty (80) dollars. Dues are to be paid to the Florida Association of Student Councils on or before November 1st. After November 1st, the annual dues will be one hundred (100) dollars. Dues paying members will be members of the district and of the Florida Association of Student Councils. Twenty-five (25) dollars of each dues payment of eighty (80) dollars will be given to the respective district. Thirty (30) dollars of each one hundred (100) dollars dues will be given to the respective district. Deadline for payment to the districts will be established by the Florida Association of Student Councils executive director.

Section 3 Before November 1st all schools inside the District Five boundaries will be considered members. After November 1st, only schools who have paid their dues will be considered members.

Article III Officers

Section 1 The district's officers shall consist of president, vice-president, secretary, treasurer, and parliamentarian. The respective officer duties are listed in Article IV.

Section 2 The term of all officers shall be one year, from state convention to state convention.

Section 3 No school shall be allowed to succeed themselves in the same officer position.

Section 4 The district officers and their advisors shall make up the executive board.

Section 5 The office of president may not be held by more than one person.

Section 6 A school may serve in two officer positions as long as one of those positions is parliamentary.

Article IV Duties of Officers

Section 1 It shall be the duty of the president school to:

- A. Preside over all meetings.
- B. Preserve order at all meetings, in cooperation with the parliamentary.
- C. Notify member schools of district meetings at least 45 days before a meeting.
- D. Appoint all necessary committees.
- E. Host a district meeting (usually the first one).
- F. Sit on the Florida Association of student councils executive board.
- G. Notify officer schools of executive board meetings at least three weeks prior.
- H. Attend all Florida Association of Student Council Executive Board meetings.
- I. Send amendments and resolutions proposed and passed to the Florida Association of Student Councils executive director and to the state secretary school by deadline established by FASC executive board.
- J. Follow all other duties outlined in the Florida Association of Student Councils constitution in Article VIII Section VI.

Section 2 It shall be the duty of the vice-president school to:

- A. Fulfill the duties of the president school in their absence.
- B. Succeed to the presidency if the position should become vacant.
- C. Serve as chair of all standing committees.
- D. Plan all district workshops.
- E. Publish a district directory.
- F. Assist the other officers in their duties.

Section 3 It shall be the duty of the secretary school to:

- A. Keep a permanent record of the agendas and minutes.
- B. Maintain an accurate attendance record.
- C. Release the meeting minutes within two weeks to the FASC executive director.

- D. Handle all district correspondence.
- E. Maintain a file of all officer schools, committees, and committee members.
- F. Maintain a drive or binder of all district information.
- G. Send all district information to the Florida Association of Student Councils.

- Section 4 It shall be the duty of the treasurer school to:
- A. Handle all district finances.
 - B. Organize and hold the annual District Five Rally.
 - C. Provide financial reports to the executive board and all member schools at each meeting.
 - D. Maintain a record of all district finances to be handed down to the next treasurer.

- Section 5 It shall be the duty of the parliamentarian school to:
- A. Advise the officers and the member schools of proper Parliamentary Procedure.
 - B. Assist the president to maintain order during all meetings.
 - C. Be knowledgeable of Robert's Rules of Order.
 - D. Write and administer the parliamentary procedure test at each District Five Rally.

- Section 6 It shall be the duty of the executive board to:
- A. Meet prior to every district meeting.
 - B. Assist the treasurer school in planning and holding the District Five Rally.
 - C. Plan and direct projects and competitions, per Article Nine.
 - D. Chose a district project.

Article V Elections/Selection of Officers

- Section 1 Each school seeking an office shall submit a permission to run form confirmed by the respective school's principal and student council advisor. Forms must be sent to the district president two weeks before the District Five Rally.

- Section 2 All elections shall be determined by a majority vote through a secret ballot in accordance with Robert's Rules of Order.

- Section 3 In the event that there are no candidates for an office, nominations will be taken from the floor of the district meeting to fill the vacant position(s) during the District Five Rally.

- Section 4 Campaign rules shall match those of the state, however the host school and the executive board reserve the right to alter election rules. Any rule changes must be released at least one month in advance.
- Section 5 The position of parliamentarian shall be determined by a parliamentary procedure test, written by the outgoing parliamentarian at the District Five Rally. All member schools in attendance at the District Five Rally may take the test and do not need to file a permission to run form. Only one student per school may take the test. The minimum score to be considered is a 65%. The candidate with the highest score, above a 65%, will win. In the event of a tie or no candidate scoring at least a 65% an additional test will be administered.
- Section 6 Schools seeking any office shall be FASC member schools, and attend a minimum of 2 meetings, District Five Rally being one of the meetings.

Article VI Finances

- Section 1 The debts of this organization shall not exceed the actual cash assets held.
- Section 2 The Executive Board shall oversee the district's finances. The president has the right to assemble a finance committee if they deem it be necessary.
- Section 3 It is at the discretion of the executive board as to what to do with the remainder of district funds each year, such as giving a scholarship.

Article VII Projects

- Section 1 This organization shall hold contests and competitions every year, per the direction of the following article and the direction of the executive board.
- Section 2 The following are the requirements for the project competitions:
- A. Schools that wish to participate, must be FASC member school.
- B. Each school may submit a maximum of five projects books from the following categories (Project of the Year categories):
- Faculty and Staff Relations
 - Community Service
 - School Service
 - School Spirit
 - Membership Motivation

- Fundraising
- Health and Safety
- Citizenship Development
- Environmental Concerns
- Technology Project

- Section 3 Each competition and contest shall be judged by a predetermined rubric:
- A. Scrapbook and hall of ideas shall be judged by a rubric published by the district executive board.
 - B. The speech contest, Project of the Year, and parliamentary procedure contest shall be judged based off the state rubric.
 - C. The talent show shall be judged based off the discretion of the district executive board.

Article VIII Bylaws

- Section 1 All matters of procedure not specifically covered by this constitution or convention rules shall be conducted in accordance with the newest edition of Robert’s Rules of Order.
- Section 2 A quorum shall be defined as fifty percent plus one (50% + 1) of all member schools.
- Section 3 All resolutions must be submitted to the executive board a minimum of 7 days prior to the meeting where it will be presented.

Article IX Amendments

- Section 1 This constitution shall be amended with a two-thirds ($\frac{2}{3}$) vote at any district five meeting, provided that the proposed amendments have been presented to the District 5 schools a minimum of 7 days prior to the meeting.

Article X Ratification

- Section 1 Amendments to this constitution will go into effect the following school year after the updated constitution is posted on FASC website.