

**Constitution
of the
Pace High School
Student Government Association**

PREAMBLE

We, the students of Pace High School, in order to develop democratic ideals; to teach respect for law and order; to maintain high standards of cooperation, loyalty, morality and school spirit; to prepare for adult life and citizenship; to encourage all worthwhile activities in the school; and to help students prepare for their careers, shall form this constitution for the Student Government Association (SGA) of Pace High School (PHS).

ARTICLE I NAME

An organization comprised of students of PHS shall hereby be formed. This organization shall hereby be referred to as the Student Government Association of Pace High School (SGA).

ARTICLE II PURPOSE

The purpose of this organization shall be to assist the student body and the faculty of PHS in order to foster ideals of democracy and education and to spread the principles of responsibility, leadership, personal growth, self-discipline and good citizenship.

ARTICLE III VESTED AND VETO POWER

The powers of the Student Government Association shall be guided by the National Association of Student Councils (NASC), but delegated to the Student Government by the principal of the school. The principal shall have the right to veto any measure the Student Government may pass. The Student Government shall request, however, an explanation of any veto measure.

ARTICLE IV MEMBERSHIP

Section 1 : The membership of the SGA of PHS shall consist of any PHS student who shall be elected, selected or appointed by the principal. It shall consist of an elected President and Vice President; five principal appointed officers, sixteen class officers, and selected representatives (minimum of 12, with maximum to be determined by the current SGA). If it shall be the case that Pace High School shall hold a District I, FASC, or SASC office, there shall be a District I, FASC, or SASC officer(s) within the class who will be considered PHS SGA officers.

Section 2 : The Student Government members and adviser(s) shall appoint members from the class for the positions of Secretary, Treasurer, Marketing Director, Human Resource , and Parliamentarian .

Section 3 : If the President of Student Government shall become unable to fulfill his or her duties, the Vice-President shall assume those responsibilities.

Section 4 : If any SGA officer fails to complete their described duties and responsibilities, as outlined in Article IX then that SGA officer will be liable for dismissal from office.

Section 5 : If any class officer shall resign or be dismissed, the fulfillment of that position shall be a current SGA member and placed there at the discretion of SGA and the SGA adviser(s).

Section 6 : If any member of the Student Government shall resign, no action shall be taken against that former member.

Section 7 : Students may hold dual positions within the PHS SGA at the discretion of the current SGA members and adviser(s).

Section 8 : The adviser(s) and the administration shall evaluate any occurrence that warrants dismissal from SGA.

Section 9 : Members shall maintain a minimum 2.5 cumulative GPA.

Section 10 : There shall be a 9-week probation period for anyone whose GPA falls below the requirements. If the member's GPA does not improve after the probation period, the member shall be removed from SGA.

Section 11 : Student Government members shall uphold high standards and set positive examples through their behavior both in and out of school. Student Government members may be dismissed for inappropriate behavior both in and out of school. The adviser(s) and the administration shall evaluate each individual case for dismissal, upon occurrence.

Section 12 : Demerit points shall be given based on each member's participation in the activities that are assigned to the Student Government as well as those activities that members volunteer to participate with. Class officers and representatives receiving 18 or more demerits in one term of office shall be removed from SGA. SGA officers receiving 15 or more demerits in one term of office shall be removed from their elected position and shall become an SGA representative. Duty hours may be earned to eliminate demerits.

Section 13 : Any situation undefined by the constitution and/or the discipline procedure sheet shall be evaluated and handled accordingly by the adviser(s) and the administration.

ARTICLE V ELECTIONS

Section 1 : General election rules for the Student Government Association:

A. Election of the Student Government officers and class officers shall be flexible based on the school calendar each year.

B. Each candidate for SGA President and Vice President shall earn points as follows:

15 points for faculty and staff vote

15 points for interview

30 points for student body vote

40 points for SGA vote

C. The candidates for sophomore, junior, and senior class officers shall earn points as follows:

15 points for faculty and staff vote

15 points for interview

40 points for student body vote

30 points for SGA vote

Section 2 : Requirements for prospected Student Government President/Vice President:

A. Candidates for the position of SGA President and Vice President shall submit an application.

B. The candidates shall also give a live speech.

C. Each candidate shall be interviewed by a committee of faculty members and outgoing SGA officers. This committee shall be a standing committee consisting of the two-highest ranking officers available, SGA adviser(s), and faculty members.

D. Each candidate for office shall have a minimum 2.5 cumulative GPA.

E. Each candidate for president, and Vice President shall be sophomores or juniors when they run for office in the spring.

F. Each candidate may be eliminated from the consideration process if he/she receives any inappropriate teacher recommendation(s), inappropriate attendance report or inappropriate discipline records.

G. All SGA officers shall have served the previous year in the SGA at PHS.

H. The Student Government presidential and vice presidential candidates shall be voted on by the entire student body, excluding the graduating senior class.

I. Each candidate running for SGA president and vice president must present a platform to the SGA class.

Section 3 : Requirements for Class Officers:

- A. Candidates for the class office position of President, Vice-President, Secretary and Treasurer shall submit an application and petition to the SGA with 100 signatures from members of their grade.
- B. Each presidential candidate shall also give a live speech.
- C. Each candidate shall be interviewed by a committee of faculty members and outgoing SGA officers. This committee shall be a standing committee consisting of the two-highest ranking officers available, SGA adviser(s), and faculty members.
- D. Each candidate for class office shall have a minimum 2.5 cumulative GPA.
- E. Class officers shall be members of the grade they represent and shall be voted on by the students in their grade.
- F. Candidates may be eliminated from the consideration process if he/she receives any inappropriate teacher recommendation(s), inappropriate attendance report or inappropriate discipline records.

ARTICLE VI SELECTION AND PRINCIPAL APPOINTEES

Section 1 : General Selection Rules for Principal Appointees

- A. The SGA Secretary, Treasurer, Marketing Director, Human Resource and Parliamentarian offices shall be principal appointees.
- B. The SGA members shall nominate members in the class for the officer position of Secretary, Treasurer, Marketing Director and Human Resource.
- C. The position of SGA Parliamentarian shall be determined on the results of a standardized test and interview.
 - i. The standardized test on Parliamentary procedure covers all parliamentary procedures necessary to teach the SGA parliamentary procedure in a competent manner. This test shall reflect the rules contained in Robert's Rule of Order: Newly Revised.
 - ii. The interview for Parliamentarian will be conducted by a standing committee of the current and newly elected student body officers and the SGA adviser(s).
- D. If special circumstances arise, an executive decision by the officers, adviser(s) and administration shall be made to appoint members to the SGA.

Section 2 : General Selection for Representatives

- A. Selection of SGA representatives shall be flexible based on the school calendar each year.
- B. The candidates for SGA representatives shall be selected based on the following: interview, teacher recommendations, application and essay.
- C. The standing selection committee shall consist of SGA officers and the adviser(s).

Section 3 : Requirements for SGA Representatives

- A. The candidates for the position of SGA representative shall submit an application and an essay.
- B. Candidates shall be interviewed by the selection committee.
- C. The candidates for SGA representative shall maintain a minimum 2.5 cumulative GPA.
- D. Candidates may be eliminated from the consideration process if he/she receives any inappropriate teacher recommendation(s), inappropriate attendance report or inappropriate discipline records.

SECTION VII ELECTION AND SELECTION OF FRESHMEN OFFICERS AND REPRESENTATIVES

Section 1 : General election rules for freshmen representatives.

- A. Election of freshmen representatives shall be flexible based on the school calendar each year.
- B. The candidates for freshmen representatives shall earn points as follows:
100 points for interview/application/essay
- C. Candidates shall submit an application to SGA.
- D. Freshmen shall apply and be elected prior to enrolling at PHS.
- E. Candidates may be eliminated from the consideration process if he/she receives any inappropriate teacher recommendation(s), inappropriate attendance report or inappropriate discipline records.

Section 2 : Candidates for freshmen class office shall have a minimum 2.5 cumulative GPA.

Section 3 : The elected freshmen shall enter SGA as representatives.

Section 4 : Shortly after the beginning of the new school year, the SGA shall select, by voting, the freshmen class officers.

ARTICLE VIII MEETINGS

Section 1 : A business meeting shall be held once a week within the confines of the SGA at the discretion of the adviser(s) and officers. The officers shall be responsible for arranging each business meeting. At least 16 business meetings will be held from state convention to state convention.

Section 2 : The SGA officers shall prepare a business meeting agenda prior to each business meeting. The adviser shall approve the agenda.

Section 3 : The Vice-President shall be responsible for assisting the President.

Section 4 : The Secretary shall be responsible for recording the neat and accurate minutes at each business meeting. These minutes shall be kept in an orderly manner and readily available to any officer, member, administrator, or the adviser.

Section 5 : All SGA members shall be required to keep accurate minutes of the business meeting.

Section 6 : The Treasurer shall give an accurate financial statement at every business meeting.

Section 7 : The President or the adviser(s) shall call special sessions, with prior administrative approval, when deemed necessary.

Section 8 : The President shall be allowed to organize and execute an open forum available to all Pace High students. The purpose of the open forum shall be to allow the student body to voice its opinions and to make the student body aware of the activities that Pace High SGA shall be involved in at PHS and elsewhere.

ARTICLE IX OFFICERS AND DUTIES

Section 1 : Student Body President

The Student Body President shall lead or direct SGA in activities; help carry out its objectives; help SGA reach its goals; provide positive leadership; delegate responsibility/share authority; learn/know talents and abilities of SGA members and use them to the best advantage of SGA; work with administrators, faculty and staff to insure good communication; communicate with SGA information from the adviser, administration, faculty and staff; provide opportunities for membership involvement/motivation; plan meeting agendas; keep business meetings orderly

and democratic; communicate with officers in case of an adviser's absence; provide opportunity for members to share positive and negative feedback in a constructive manner; and keep all officer informed of all issue in advance of absence.

Section 2 : SGA Vice President

The SGA Vice President shall lead meetings in place of the President; check to see that all Medallion council forms are completed in a timely manner; report to SGA president and adviser(s) or any problems; lead ICC meetings; prepare the Medallion Council Book to be sent to the state convention; oversee all Project of the Year entries; and shall act as Supervisor of Elections.

Section 3 : SGA Secretary

The SGA Secretary shall lead meetings in place of the President/Vice-President; keep business meeting minutes; prepare and distribute meeting notes, if needed; keep record of demerits and duty hours received by all SGA members; and keep SGA files neat and orderly.

Section 4 : SGA Treasurer

The SGA Treasurer shall lead meetings in place of the President/Vice-President/Secretary; maintain a financial record of group expenditures and income; make available information on group finances; insure that all necessary paperwork has been filed; work closely with adviser(s) and school bookkeeper on all money activities; deposit all group monies into the internal account; keep record of fund raiser accounts; and keep the adviser(s) posted on members' failure to turn in money.

Section 5 : SGA Parliamentarian

The SGA Parliamentarian shall help keep business meetings orderly and democratic; and teach parliamentary procedure to members.

Section 6 : Marketing Director

The SGA Marketing Director shall be the authority on all advertising information within SGA; shall delegate advertising assignments ensure that assignments are completed and done properly, and shall make sure that all advertising for SGA shall be done in an appropriate and responsible manner.

Section 7 : Human Resource Officer

The SGA Human Resource Officer shall encourage camaraderie among members; and shall be the official Membership Motivation project coordinator.

Section 8 : SGA Members

The members of SGA shall help plan and participate in group activities; brainstorm; eliminate impractical ideas; present the best ideas to the group for consideration, discussion, and decision; show respect for other members by being on time and being considerate of one another; understand that participation is essential; seek student and teacher opinions on

appropriate school-related issues; give constant attention to group activities during meetings; and complete duties in a timely manner.

ARTICLE X POWERS AND DUTIES OF SGA

Section 1 : The officers and representatives of Student Government shall be responsible for (but not limited to) the following:

1. Prepare for and clean up after pep rallies.
2. Maintain exterior and interior bulletin boards.
3. Perform special duties as requested by the administration.
4. Act as a barometer of student opinion.
5. Sponsor assembly programs including but not limited to honor assemblies.
6. Stimulate and increase student interest in activities.
7. Create, supervise and coordinate committees for special services or activities.
8. Organize and promote general and special elections.
9. Promote respect for school and private property.
10. Authorize and sponsor drives and campaigns.
11. Develop policies, set standards and suggest any rules necessary for the betterment of the school.
12. Pass any necessary legislation to carry any of the delegated powers.
13. Complete Medallion Council forms for all projects completed.

ARTICLE XI RATIFICATION

Section 1 : This constitution shall go into effect immediately after two-thirds of the members of the Pace High Student Government ratify it at a business meeting.

ARTICLE XII PARLIAMENTARY AUTHORITY

Section 1 : The rules contained in Robert's Rules of Order: Newly Revised shall govern the SGA of PHS in all cases where they are not consistent with these bylaws and any special rules or order SGA may adopt.

ARTICLE XIII AMENDMENTS TO THE CONSTITUTION

Section 1 : Any Student Government member who wishes to amend a section of the constitution shall do so by making a motion to amend at a business meeting or at certain times set aside for constitutional review.

Section 2 : Time shall be permitted for discussion of any proposed amendment(s).

Section 3 : All proposed amendments shall be voted on by the Student Government members. In order to pass the amendment(s) shall need to receive a majority vote at the time of voting to pass and go into constitution for ratification.

Section 4 : The administration and the adviser must then review the amendments.

Section 5 : The constitution shall be reviewed and updated by the Student Government members on a yearly basis to meet the needs of the students at Pace High School.

This constitution hereby ratified this 25th day of March, 2011.