

Charter of The Board

Adopted: [Pending Ratification]

Ratified by: [Faculty Advisor or Authorized Designee]

PREAMBLE

This Charter establishes The Board as a non-intrusive, governance-level oversight body for all student-led committees within Middleton High School (“MHS”). The Board exists not to legislate or direct committee actions, but to charter, monitor, and support them in alignment with shared standards of integrity and effectiveness. Its authority is strictly structural and procedural. It is responsible for ensuring high-quality governance, ethical compliance, and institutional continuity.

The Board does not interfere in internal agendas, leadership choices, or decisions of committees unless necessary to correct systemic failures, ethical breaches, or procedural violations. It serves as a neutral steward of the overall governance ecosystem. It is not hierarchical or interventionist. Instead, it promotes independence, collaboration, and excellence across all student initiatives.

ARTICLE I – NAME AND PURPOSE

Section 1.1 – Name

This body shall be known as The Board.

Section 1.2 – Purpose

The Board is created to:

- Oversee and support all subordinate student governance bodies
- Ensure the proper functioning, continuity, and legitimacy of student-led committees
- Provide strategic leadership and operational guidance to foster effective student governance
- Manage all committee resources, including budgeting, grants, and allocations
- Uphold institutional integrity through structured oversight and procedural review

ARTICLE II – STATUS AND RELATIONSHIP TO OTHER COMMITTEES

Section 2.1 – The Board’s Founding Role

The Board is the founding authority for all student-led committees. It holds the exclusive power to charter, approve, and dissolve committees that function under its jurisdiction.

Section 2.2 – Supervisory Role

The Board shall supervise all recognized committees, ensuring that their operations align with institutional standards and broader educational goals. The Board has the power to:

- Review and approve all new committee charters
- Oversee the budget and resource allocation for all committees
- Ensure the consistency and integrity of decisions and proposals made by subordinate bodies
- Issue procedural recommendations to improve the governance and effectiveness of each committee

Section 2.3 – Limitations on The Board

The Board shall not:

- Not interfere with day-to-day operations of committees unless required by their charters or to address procedural concerns
- Not introduce legislation or participate directly in committee decisions
- Not assume control of internal deliberations within any subordinate committee, except in cases of emergency oversight or ethical concerns

Section 2.4 – Autonomy and Ecosystem Distinction

The Board functions as the central leadership body within a self-sustaining, student-led governance ecosystem, distinct from conventional committee structures. While purposefully independent in design and operation to ensure innovation, continuity, and strategic oversight, The Board remains fully aligned with the broader values, expectations, and mission of MHS. This respectful separation empowers The Board to anchor a stable and visionary governance framework while supporting the institution's educational goals and community ethos.

ARTICLE III - MEMBERSHIP AND STRUCTURE

Section 3.1 – Composition

The Board shall consist of ten core officers and unlimited Patrons. Officers may not hold leadership positions in any committee unless approved by The Board and the Faculty Advisor.

Section 3.2 – Appointments and Terms

All officer appointments to The Board shall follow the hybrid process of public nomination, student voting, and internal Board confirmation, as outlined in the Procedural Handbook of The Board. This process includes eligibility requirements, nomination timelines, voting procedures, and protocols for confirmation or fallback appointments.

Officers shall serve semester-long terms, with reappointment possible through the same procedures. Mid-term vacancies and special appointment conditions shall also follow the rules defined in the Procedural Handbook.

Section 3.3 – Officer Duties

- President: Leads Board meetings and sets strategy
- Vice President: Oversees internal coordination and manages succession
- Chair: Sets agendas and manages meetings
- Vice Chair: Supports the Chair and handles scheduling
- Executive Director: Oversees task completion and logistics
- Director: Leads working groups and initiatives
- Secretary: Manages communication and meeting records
- Treasurer: Maintains attendance, quorum records, and participation logs
- Chief Administrator: Oversees the archive and enforces compliance with this Charter
- Founder: Holds founding authority and may veto or modify Board decisions on amendments, appointments, or strategy. This power is exercised only under documented circumstances¹.

ARTICLE IV – POWERS & FUNCTIONS

Section 4.1 – Archiving and Documentation

The Board shall maintain a comprehensive archive of:

- All committee charters, amendments, and procedural documentation
- All proposals, voting records, and major decisions from subordinate committees
- Officer appointment records and historical documents

These records must be maintained in both physical and digital formats and be accessible to all officers, committees, and the Faculty Advisor.

Section 4.2 – Committee Oversight and Authority

The Board shall have full oversight over all student-led committees. It retains the power to charter, review, suspend, or dissolve any committee to maintain alignment with institutional standards. This authority may be exercised through:

- A two-thirds vote of the Board members
- The discretion of the Founder, subject to procedural rules

Committees must submit regular reports to The Board, designate officers, and comply with reporting requirements. The Board may intervene or provide recommendations for reform if necessary.

¹ “Documented circumstances” refers to cases involving gridlock, ethical violations, or continuity threats. All actions must be recorded in the official archive.

Section 4.3 – Budgeting and Resource Allocation

The Board shall allocate funds to all committees, ensure proper financial reporting, and manage any external funding (e.g., grants, sponsorships). Any reallocation or unplanned expenditure exceeding the agreed-upon budget must be approved by The Board.

Section 4.4 – Procedural Oversight

The Board shall maintain oversight of committee procedures, ensuring that:

- All actions are consistent with their charters
- No procedural abuses or violations occur
- Each committee operates within its defined mandate and purpose

Section 4.5 – Committee Governance

The Board retains the authority to evaluate, charter, or suspend any committee. Additionally, the Founder may, at their sole discretion, or the Board by a two-thirds majority vote, remove any officer from any committee. This includes the power to approve charters for new committees, review their operational performance, and enact changes to ensure long-term sustainability.

ARTICLE V – GOVERNANCE

Section 5.1 – Meetings

The Board meets weekly during the academic year, following a consistent schedule set at the beginning of each term. All officers are expected to attend unless formally excused in advance. Quorum is defined as two thirds of currently active officers, excluding Patrons, and is required for any official business to proceed. Repeated unexcused absences may lead to disciplinary action. The Secretary is responsible for tracking attendance and reporting trends. For full procedures and enforcement details, see Section II of the Procedural Handbook.

Section 5.2 – Succession and Vacancies

If any officer resigns or is removed, the Board must nominate and vote on a replacement within two meetings. In the absence of quorum, the Founder may appoint an interim officer.

Section 5.3 – Reporting Structure

Subordinate committees shall report on major decisions, activities, and financial expenditures on a quarterly basis. The Board retains the right to request additional reports as necessary.

ARTICLE VI – AMENDMENTS

Section 6.1 – Amendment Procedure

Any officer may propose amendments to this Charter. Proposals must be circulated in writing at least one week before the vote. The Chief Administrator shall review all amendments for clarity.

Section 6.2 – Ratification

Amendments to this Charter require a two-thirds vote of active Board members. The Faculty Advisor may object only if a proposed amendment violates school policy. The Founder retains veto power over amendments.

ARTICLE VII – COMMITTEE AUTHORIZATION

Section 7.1 – Establishment Power

The Board shall have the authority to establish student-led committees to address specific domains such as policy, simulation, innovation, or media.

Section 7.2 – Charter Approval

Each committee must submit a charter for approval by The Board. Charters may be returned for revision or rejected outright.

Section 7.3 – Oversight and Dissolution

The Board may review, suspend, restructure, or dissolve any subordinate committee by a two-thirds vote or at the discretion of the Founder.

ARTICLE VIII – STRUCTURAL OVERSIGHT PRINCIPAL

The Board governs by chartering, supervising, and supporting all student-led committees without interfering in their internal decisions or legislative activities.

Its powers include:

- Approving, suspending, or dissolving committees
- Monitoring adherence to charters and procedural standards
- Receiving and reviewing reports to ensure integrity and continuity
- Providing non-binding recommendations when appropriate

The Board shall not:

- Issue directives to committees about their internal affairs
- Modify, create, or veto committee decisions or proposals
- Control committee leadership unless a documented emergency warrants intervention

This structure ensures The Board maintains a mutual, neutral, and non-dominant role in the governance of MHS's student-led initiatives.

ARTICLE IX – DISSOLUTION

The Board may be dissolved by:

- Unanimous officer vote and
- Faculty Advisor approval or
- Written declaration by the Founder

Upon dissolution, all records and documents shall be archived with the Faculty Advisor and Founder or the Forum's central archive. Reinstatement requires re-ratification of this Charter.

Secretary of The Board

Treasurer of The Board

Executive Director of The Board

Chief Administrator of The Board

Director of The Board

Vice President of The Board

Chair of The Board

Vice Chair of The Board

Founder of The Board

President of The Board

Faculty Advisor to The Board