



**PHILLIPS EXETER ACADEMY**

**STUDENT COUNCIL**  
**CONSTITUTION**

## **Constitution of the Phillips Exeter Academy Student Council**

### **August 2000**

The Student Council Constitution provides for a representative form of government. Only members of Student Council can vote in the Student Council meetings. Academy students who are not members of the Student Council can participate in Student Council meetings and in committee work, but they will not have a vote.

Student Council members will consist of the followings groups:

1. Officers (President, Vice President, Secretary)
2. Dormitory/Day Student Representatives
3. Class Representatives
4. Committee Heads
5. Select Members

Officers, Dormitory/Day Student Representatives, and Class Representatives are elected by their constituencies. Committee Heads will be appointed by the President in consultation with the outgoing Committee Heads, and will be chosen only from Student Council members. Select members will consist of committee members voted into membership by Student Council in recognition of their committee work, and they will be eligible for appointment as committee heads.

The President conducts all Student Council meetings in accordance with the Agenda prepared by all three Officers. Submission of items for placement on the Agenda will occur through motions signed by two members of the Student Council and submitted to the Motion Box, or through reports of Committee Heads.

Actions taken by the Student Council consist primarily of motions adopted by majority vote at Student Council meetings. Each member of Student Council will have an equal vote, except Student Council Officers, who will have no vote. The President will have the authority to veto motions passed by Student Council, but Student Council could override the veto by a 2/3 vote.

---

Originally Drafted 15 February 1989 by:  
Stephanie Allin '88  
Jennifer S.K. Gahan '89  
David W. Morgan, Advisor

Corrected to reflect amendments March 2007 by  
Dylan Rapoport

Corrected to reflect amendments and reformatted  
to make more accessible July 2000 by  
Marcia Carlisle, Advisor

Corrected to reflect amendments April 2007 by  
Dylan Rapoport

Corrected to reflect amendments May 2011 by  
Calvin Willett, Outgoing Secretary

Corrected to reflect amendments October 2004 by  
George Stern, Secretary

Corrected to reflect amendments May 2012 by  
Thor Vutcharangkul, Secretary

Corrected to reflect amendments March 2006 by  
Sara Berhie, Secretary

Corrected to reflect amendments May 2013 by  
Alice Ju, Secretary

## **OUTLINE OF THE STUDENT COUNCIL CONSTITUTION**

### **I. NAME AND PURPOSE**

- A. Name**
- B. Purpose**

### **II. STRUCTURAL ORGANIZATION**

- A. Members**
- B. Executive Board**
- C. Committees**

### **III. MEMBERS**

- A. Officers**
- B. President**
- C. Vice President**
- D. Secretary**
- E. Dormitory/Day Student Representatives**
- F. Class Representatives**
- G. Committee Heads**
- H. Select Members**

### **IV. EXECUTIVE BOARD**

- A. Composition**
- B. Duties**

### **V. COMMITTEES**

- A. Composition**
- B. Creation**
- C. Membership**
- D. Participation**
- E. Termination**
- F. Committee Heads**

### **VI. ELECTIONS AND APPOINTMENTS**

- A. Officers**
- B. Dormitory/Day Student Representatives**
- C. Class Representatives**
- D. Committee Heads**
- E. Select Members**

### **VII. MEETINGS**

- A. Regular Meetings of Student Council**
- B. Emergency Meetings of Student Council**
- C. Meetings of the Executive Board**
- D. Committee Meetings**

## **VIII. IMPEACHMENT AND RESIGNATION**

- A. Impeachment**
- B. Resignation**
- C. Replacement**

## **IX. AMENDMENT OR REPEAL**

- A. Motion**
- B. Submission**

## **X. ADOPTION**

- A. Criteria**
- B. First Election**

## **I. NAME AND PURPOSE**

**A. Name:** The organization established by this constitution shall be named “The Phillips Exeter Academy Student Council,” and shall be referred to as the “Student Council” in this document.

**B. Purpose:** The purpose of the Student Council shall consist of each of the following:

- To provide a representative form of student government
- To provide a channel of communication between students and any other school constituency.

## **II. STRUCTURAL ORGANIZATION**

**A. Members:** The members of the Student Council shall consist of Officers, Dormitory/Day Student Representatives, Class Representatives, Committee Heads, and Select Members.

**\*Amended April 2007**

**B. Executive Board:** The Executive Board of Student Council shall consist of the Officers of the Student Council.

**C. Committees:** The committees of Student Council shall consist only of those standing or ad hoc committees authorized by the Student Council.

## **III. MEMBERS**

### **A. Officers:**

- The officers of Student Council shall consist of President, Vice President and Secretary.
- The officers of Student Council shall be considered members of the Student Council.
- The officers of Student Council shall have no vote in any meeting of Student Council.
- No officer of Student Council shall serve as a member of any committee of Student Council.
- General Duties. It shall be the duty of each officer of Student Council to be familiar with the provisions of this Constitution. It shall be the duty of each officer of the Student Council to exercise leadership in the operation of Student Council in accordance with this Constitution.

### **B. President.**

- The President shall have the ultimate responsibility for the operation of the Executive Board and for the operation of Student Council. The President shall assume the duties of either of the other officers in the event that both are not able to carry out those duties.
- The President shall serve as the liaison between the Student Council and any other body.
- The President shall have the power to call any meeting of Student Council.
- The President shall conduct all meetings of Student Council.
- The President shall have the power to appoint all Committee Heads.
- The President shall have the power to veto any motion passed by majority vote by Student Council.

### **C. Vice President.**

- In the event of the absence or incapacity of the President or Secretary, the Vice President shall assume the duties of the President or Secretary in addition to his/her regular duties.
- The Vice President shall be responsible for collecting and presenting to the Executive Board any motions that have been properly presented for consideration for the agenda of a Student Council meeting.

### **D. Secretary.**

- In the event of the absence or incapacity of the Vice President, the Secretary shall assume the duties of the Vice President in addition to his/her regular duties.
- The Secretary shall be responsible for ensuring that the following individuals are provided with the following numbers of copies of Student Council documents:

-- Principal	1 copy
-- Dean of Students	1 copy

- Student Council Officers                      1 copy each
- Student Council Advisors                    1 copy each
- School Librarian                                5 copies

- The Secretary shall be responsible for ensuring that the agenda of any meeting of Student Council is publicly posted for the school community at least two days prior to the day of the meeting.
- The Secretary shall be responsible for keeping and filing minutes of any meeting of Student Council and distributing copies of those minutes to the dormitory/day student representatives within two days after the day of the meeting.
- The Secretary shall be responsible for keeping and filing minutes of any meeting of the Executive Board.
- The Secretary shall be responsible for filing the minutes of any committee meeting as submitted by any committee head.
- The Secretary shall be responsible for keeping records of the action taken on any proposal presented to the faculty by the Student Council.
- The Secretary shall be responsible for maintaining a current list of the active committees of Student Council, the duties assigned to those committees, the natures of those committees as standing or ad hoc, and the heads of those committees.
- The Secretary shall be responsible for maintaining a current list of the members of each committee.

#### **E. Dormitory/Day Student Representatives:**

- **Positions.** The number of dormitory and day student representatives to serve in Student Council and represent their dorm shall be determined by the formula below.
- **Formula.** The precise number of students allotted to represent a particular dormitory/ the day students shall be determined on the opening day of school by dividing the total number of students in that dormitory/ the day student population by twenty and rounding up. Dormitory/Day Student Representatives shall be considered members of the Student Council,
- **Duties.** It shall be the duty of the Dormitory/Day Student Representatives to represent, by means of motions or otherwise, the views of their constituencies in Student Council. They are required to attend all Student Council meetings or send someone in their place if they cannot attend. If a representative misses more than three meetings, it is the duty of the Executive Board to dismiss the representative, to alert the Council of his/her termination, and to hold an election to replace the representative before the next meeting. Dormitory/Day Student representatives shall be responsible for bringing to the attention of the members of their constituencies the agenda provided by the Secretary of the Student Council.
- Dormitory Representatives shall be responsible for posting promptly and in a public place in their dormitory the minutes of the Student Council meetings.
- Day Student Representatives shall be responsible for posting promptly on their Library Carrels the minutes of the Student Council meetings.
- Each Dormitory/Day Student Representative shall serve as a member of at least one committee of Student Council.

**\*Amended May 2011**

#### **F. Class Representatives:**

- **Positions.** Three members of each class shall serve as representatives of their class to Student Council. Class Representatives shall be considered members of Student Council.
- **Duties.** It shall be the duty of the Class Representatives to represent the views of their classes in Student Council. They are required to attend all Student Council meetings or send someone in their place if they cannot attend. If they miss three meetings, they will no longer be voting members of the Council and their class will lose its representation on the Council. They will be informed of meetings missed in the same manner as Dorm/Day Student Representatives.

**\*Amended May 2011**

#### **G. Committee Heads:**

- **Positions.** The President of the Student Council shall be given the power to appoint any student he/she wishes, at any time, to serve as a Committee Head (however, a Committee Head may not also hold another position on the council) and the President may remove any Committee Head at any time. The President must announce his decision to appoint or dismiss a Committee Head at the next regular meeting of the Student Council. The General Assembly may overturn the President's mandate to either appoint or dismiss

with a two-thirds majority vote. The vote to overturn the President's decision to appoint or remove, if proposed, must immediately follow the President's announcement.

**\*Amended February 2004**

**\*Amended May 2011**

- **Duties.** Committee Heads shall assume ultimate responsibility for the proper operation of their committees.

No Committee Head shall serve on any other committee of Student Council, either as a member of that committee or as its Committee Head.

#### **H. Select Members:**

- **Positions.** Select Members shall consist of those individuals who would not be members of Student Council but for their select membership by Student Council. Select Members shall be considered members of Student Council.
- **Duties.** Select Members shall act in good conscience with respect to any matter pertaining to Student Council. Each Select Member shall serve as a member of exactly one committee of Student Council.

### **IV. EXECUTIVE BOARD**

**A. Composition:** The Executive Board of Student Council shall consist of the three officers of Student Council, namely the President, Vice President, and Secretary.

#### **B. Duties:**

- The Executive Board shall be responsible for ensuring that Student Council operates in accordance with the provisions of this Constitution.
- The Executive Board shall be responsible for communicating regularly with the Student Council Faculty Advisers.
- The Executive Board shall set the agenda for any meeting of Student Council.
- The Executive Board shall meet at whatever times and with whatever frequency necessary to conduct its business.
- The Executive Board shall have the power to direct Committee Heads to act upon matters which, in the opinion of that Board, require the attention of their committees.
- The Executive Board shall be responsible for the supervision of all Committee Heads in their direction of the work of their committees.
- The Executive Board shall have the power to call and prepare the agenda for any Emergency Meeting of the Student Council. Emergency Action shall consist of action by the executive board on behalf of the Student Council without prior approval by Student Council. The Executive Board shall have the power to take emergency action on behalf of Student Council.
- Emergency Action may only be taken when matters have arisen which need to be resolved before the next regular meeting or an Emergency Meeting of Student Council can be called. Emergency action may be taken only when the executive board votes unanimously to take such action. The Executive Board shall report any emergency action that it has taken to Student Council at the next regular meeting of Student Council.

### **V. COMMITTEES**

**A. Composition:** Committees shall consist of those standing or ad hoc committees formed by the Student Council.

#### **B. Creation:**

##### **1. Motion.**

a. **Necessity.** The Creation of any new committee shall occur openly by means of a motion duly brought before and passed by the Student Council.

b. **Duties.** The motion shall include a description of the duties of the committee.

c. Nature. The motion shall identify the committee either as an ad hoc committee or as a standing committee. If the proposed committee is an ad hoc committee, the motion shall also state the time period for which that committee shall be operative.

2. Head. The President shall appoint the new Head of a committee within one week of the passing of the motion creating the committee, provided the President has not vetoed that motion.

3. Membership. The Student Council Executive Board will consult with the committee heads to determine the list of committee members.

**\*Amended May 2011**

**C. Membership:**

1. Appointment. Committee Heads shall have the power to appoint the members of their committees from all of the members of the Student Council to participate on exactly one permanent committee. The President shall ensure that all the members of the Student Council who are not already officers shall be placed on at least one permanent committee.

**\*Amended March 2007**

**\*Amended May 2011**

2. List. Committee Heads shall keep the Secretary informed of the current list of all members of their committees.

3. Obligation.

a. Officers. No officer of the Student Council shall serve as a member of any committee.

b. Others. Each member of Student Council who is not an officer shall serve on at least one permanent committee and as many ad hoc committees as desired, either as the head of that committee or as a member of that committee. He/she shall attend all meetings of his/her chosen permanent committee.

**\*Amended March 2007**

**\*Amended May 2011**

4. Reappointment. Members of Student Council who wish to change the committees to which they have been appointed must obtain approval for such changes from the committee heads of both the committees left and the committees joined.

**D. Participation:**

1. Nature. Students who are not members of the Student Council may participate in the work of Student Council committees. Such students shall herein after be referred to as "participants."

**\*Amended May 2011**

2. Restrictions. Participants shall not be considered members of any committee or of Student Council nor shall they have the power to vote in any committee or in Student Council.

3. Membership. Participants may become eligible for election to Student Council as Select Members upon completion of one trimester of participation with a single committee.

**E. Termination:**

1. Motion. A committee may be terminated at any time by a motion duly brought before and passed by the Student Council.

2. Head. Committee Heads of committees which have been terminated shall still be deemed to be committee heads, but only for the purpose of preserving their membership in Student Council.

3. Members. All members of any committee which is terminated, including the committee head shall have the responsibility to join an active committee of Student Council within one week of the termination of their committee.

**F. Committee Heads:**



1. Authority. Committee Heads shall have the ultimate responsibility for the operation of their committees.
2. Appointment. Committee Heads shall have the power to appoint all members of their committees.
3. Convene. Committee Heads shall have the power to call any meetings of their committees.
4. Conduct Meetings. Committee Heads shall conduct meetings of their committees.

5. Minutes. Committee Heads shall be responsible for presenting the activities of any meetings of their committees to the Council at general meetings.

**\*Amended December 2012**

6. Reports. Committee Heads shall be responsible for expressing the views of their committees to Student Council by means of motions, reports, or otherwise.

## **VI. ELECTIONS AND APPOINTMENTS.**

Elections shall be supervised by the Elections and Polls Committee of the Student Council.

### **A. Officers:**

1. Petition. Any candidate for any officer position of Student Council must submit a petition for nomination signed by at least 350 students of the Academy. The petition will be submitted to the Chair of the Elections and Polls Committee within the week following the announcement of the petition requirements.

**\*Amended February 2013**

2. Candidate statements.

a. Candidates for any officer position of Student Council shall submit to the Election and Polls Committee Heads a written position statement concerning their candidacy within a week following the announcement of the statement requirements.

b. Candidates for any officer position or class representative position of Student Council must declare to the head of the Elections and Polls committee if they will or plan to be away for a term during the course of their service. The head of the Elections and Polls committee will in turn print the term in which the candidate will or plans to be abroad next to the candidate's name on the ballot.

**\*Amended December 2012**

3. All presidential candidates will attend two general public appearances widely accessible to their constituents. These appearances are to be decided upon by the Elections Committee Chair, the Student Council Advisers, and the current Executive Board.

**\*Amended May 2012**

5. Term of Office. Officers of Student Council shall be elected for a term of one year, beginning at the second Council meeting after their election and continuing until the second meeting after the election of their successors.

6. Voting.

a. Voting will be by secret ballot at a specified polling place monitored by the Elections and Polls Committee and an officer of the Student Council. Voting times will be publicly announced and posted; no votes shall be accepted before the opening or after the closing of the polls.

b. Counting. The Chair of the Election and Polls Committee, one member of the Elections and Polls, and one Student Council officer or advisor shall count the ballots. Each candidate is allowed one representative to observe at the counting of the ballots.

7. Elections.

### **Vice President and Secretary.**

- There will be two elections, one primary and one run-off. If a candidate should receive 50% or more of the total vote cast in the primary election, he/she will be declared the winner and no run-off election will be held.
- Should no candidate receive 50% of the votes cast, the qualifications for getting into the run-off election are: Five or more candidates: 20% of the total vote is needed to qualify for the run-off election. Should no two candidates each receive 20% of the total vote, the top three vote recipients will enter the run-off. A plurality in the run-off determines the winner.
- Less than five candidates: 30% of the total vote is needed to qualify for the run-off election. If no two candidates each receive 30% of the total vote, the top three vote recipients will enter the run-off. A plurality in the run-off election will determine the winner.

**President.** There will be two elections: one primary and one run-off. To qualify for the run-off, each candidate must receive 30% of the total vote cast. If no two candidates or if only one candidate receives 30% of the total vote cast, the two top vote recipients will enter the run-off. A plurality in the run-off election will determine the winner.

**Counting.** The chair of the Elections and Polls Committee, one member of Elections and Polls, and the President shall count the ballots. Each candidate is allowed one representative to observe at the counting of the ballots.

The officers of the Student Council shall be responsible for ensuring that the proper method of election exists for new Student Council officers.

**\*Amended May 2011**

## **B. Discipline Committee Elections**

1. **Petition.** Any candidate for any position on the Discipline Committee must submit a petition for nomination signed by at least 350 students of the Academy. The petition will be submitted to the Chair of the Elections and Polls Committee within the week following the announcement of the petition requirements. Any candidate for any position on the Discipline Committee must be a member of the lower class at the time of their candidacy.

**\*Amended February 2013**

2. **Candidate statements.** Candidates for any officer on the Discipline Committee shall submit to the Election and Polls Committee Heads a written position statement concerning their candidacy within a week following the announcement of the statement requirements.

3. **Voting.**

a. Voting will be by secret ballot at a specified polling place monitored by the Elections and Polls Committee and an officer of the Student Council. Voting times will be publicly announced and posted; no votes shall be accepted before the opening or after the closing of the polls.

b. **Counting.** The Chair of the Election and Polls Committee, one member of the Elections and Polls, and one Student Council officer or advisor shall count the ballots. Each candidate is allowed one representative to observe at the counting of the ballots.

4. **Final Selection.** The names of the top eight vote getters shall then be forwarded to the Discipline Committee, who shall then choose as many of those top eight vote getters as they desire for seats on the Discipline Committee.

**\*Amended May 2011**

## **C. Dormitory/Day Student Representatives:**

1. **Eligibility.** Any student other than an officer or a Committee Head shall be eligible for election as a Dormitory/Day Student Representative.

2. **Time.** Election of Dormitory/Day Student Representatives shall occur after the appointment of Committee Heads and within three weeks of the election of Student Council officers.

3. Manner. The officers of Student Council and the Committee Heads shall be personally responsible for conducting the elections of Dormitory/Day Student Representatives.

4. Term. Dormitory/Day Student Representatives shall serve a term of approximately one year, beginning immediately upon their election and continuing until the election of their successors.

**D. Class Representatives:**

1. Eligibility.

a. All students running for class representative must follow the guidelines for an officer position candidacy with the exception that preps are required to get 75 signatures, lower class rep. candidates require 150, upper class rep. candidates require 175 signatures, and senior class rep. candidates require 200 signatures. All signatures must come from the candidate's own class.

b. Only in the event of an emergency election: All students running for class representative must follow the guidelines for an officer position candidacy with the exception that preps are required to get signatures from 40 percent of their on-campus class, lowers and uppers are required to get 60 percent, and seniors require 65 percent. All number of signatures are always rounded up. All signatures must come from the candidate's own on-campus class.

2. Petition. All students running for class representative must follow the guidelines for an officer position candidacy.

3. Times. All students running for class representative must follow the guidelines for an officer position candidacy.

4. Manner. All students running for class representative must follow the guidelines for an officer position candidacy.

5. Term. All students running for class representative must follow the guidelines for an officer position candidacy.

**E. Committee Heads:**

1. Eligibility. Any student who is not an officer of Student Council shall be eligible for appointment as a Committee Head. **\*Amended February 2004**

2. Recommendation. The previous Committee Head shall be responsible for providing a recommendation by that committee for a new Committee Head within one week after the election of new officers.

3. Appointment. New Committee Heads shall be appointed by the newly elected President of Student Council within two weeks after his/her election.

4. Veto. The Student Council shall have the authority to veto the appointment of any newly appointed Committee Head by a 2/3 vote upon a motion to that effect properly brought before Student Council by the second regular meeting of the Student Council following the appointment of that Committee Head.

5. Term. Committee Heads shall serve a term beginning immediately upon their appointment and continuing until the appointment of their successors.

6. Status. Newly appointed Committee Heads shall be deemed to have vacated whatever positions of membership in Student Council that they previously held. The officers of the Student Council shall be responsible for ensuring that replacements are elected to fill such vacated positions within one month.

**F. Select Members:**

1. Eligibility. Any student who is not a member of Student Council, but who has worked with a committee of Student Council for at least one term, may be elected a Select Member of Student Council.

2. Recommendation. Candidates for Select Membership must be nominated for such membership by the Heads of the committees for which they have worked and must be recommended for such membership by vote of those committees.

3. Manner. Select members shall be elected by motions duly brought before and passed by Student Council.

4. Term. Select Members shall begin their term immediately upon their election and continue until two weeks after the election of new Student Council officers.

**G. Financial Guidelines:**

1. Candidates running for executive board, discipline committee, or class representative can only spend a limited amount of money on their campaigns. This number is determined by dividing the current year by 100. Candidates must also turn in receipts for campaign purchases to the Elections and Polls Committee.

**\*Amended February 2013**

## **VII. MEETINGS**

**A. Regular Meetings of Student Council:**

1. Call.
  - a. Authority. The President shall be responsible for the calling of any regular meeting of Student Council.
  - b. Justification. The President shall call a regular meeting of Student Council whenever the business of Student Council requires it.
2. Agenda.
  - a. Content. The agenda for any regular meeting of the Student Council shall consist exclusively of the following items:
    - Minutes and Roll Call.
    - Motions made and seconded by Student Council members.
    - Motions or Reports made by Committee Heads.
    - Motion, Reports, or Items Submitted by the Executive Board.
    - Announcements.
    - New Business.
  - b. Submissions. Items may be submitted to the Executive Board for consideration for the agenda of any regular meeting of Student Council only by the following four methods:
    - (1) Motion Box.
      - A motion box shall be a receptacle for motions submitted for consideration for the agenda of a Student Council meeting.
      - Maintenance. The Vice President shall be responsible for maintaining at least one motion box in a prominent place on the campus.
      - Submissions. Motions submitted to a Motion box must be in writing, must be signed by at least two members of Student Council who are not officers of Student Council, and must be submitted at least three days before any meeting for which they may be considered.
      - Collection. The Vice President shall be responsible for the collection of all motions submitted to the Motion Box and for the presentation of those motions to the Executive Board in its preparation of an agenda.
    - (2) Committees.
      - Motions. Committees may submit motions for consideration for the agenda of any regular meeting of Student Council by including them in the minutes that they provide to the Executive Board.
      - Reports. Committees may submit reports for presentation at any regular meeting of Student Council by including them in the minutes that they provide to the Executive Board.
    - (3) Executive Board. The Executive Board may submit items as they wish for consideration for the agenda of any regular meeting of Student Council.

(4) Unresolved Motions. Motions which were on the floor at the previous regular meeting of Student Council at the time of the scheduled adjournment of that meeting, but which were not resolved at that meeting, shall be deemed to have been properly submitted to a Motion Box for placement on the agenda of the next regular meeting of Student Council.

c. Setting.

- Authority. The Executive Board shall be responsible for setting the agenda for any regular meeting of Student Council.
- Time. The agenda for any regular meeting of Student Council shall be set no more than two days before the meeting.
- Priority. When more than one item is submitted for a meeting of Student Council, the order of such items on the agenda shall be determined by the following considerations:
  - Administrative Matters. The following administrative matters shall have first priority in the agenda of any meeting of Student Council:
    - Roll Call.
    - Verification of Minutes.
  - Amendment or Repeal. Motions for the amendment or repeal of this Constitution shall have second priority on any agenda on which they appear.
  - Impeachment. Motions for impeachment shall have third priority on any agenda on which they appear. If there is more than one motion for impeachment on the agenda, those motions shall be considered in the following order:
    - Impeachment of President.
    - Impeachment of Vice President.
    - Impeachment of Secretary.
    - Impeachment of Dorm/Day Student Rep.
    - Impeachment of Senior Class Rep.
    - Impeachment of Upper Class Rep.
    - Impeachment of Lower Class Rep.
    - Impeachment of Junior Class Rep.
    - Impeachment of Select Member.
  - Other Items. Any motion, report, announcement, or item involving issues other than impeachment shall be given priority to the extent that it meets the following conditions:
    - It affects the greater majority;
    - It reflects the strongest sentiment;
    - It is timely.
  - New Business. New business shall have the last priority on any agenda on which it appears.
    - Consolidations. The Executive Board shall consolidate onto one item those items properly submitted for consideration which in the opinion of the Executive Board involve essentially the same subject.
    - Posting. The Secretary shall be responsible for ensuring that the agenda of any meeting be properly posted throughout the campus. The agenda for a regular meeting of Student Council shall be posted no later than two days prior to the meeting.

3. Conduct of Meeting.

- The purpose of any meeting of Student Council shall be to conduct the business stated in the agenda prepared for that meeting.
- Chairperson. The President of Student Council shall serve as the Chairperson of any meeting of Student Council.
- Order. Except as otherwise provided in this Constitution, any meeting of Student Council shall be conducted in accordance with Robert's Rules of Order.
- Quorum. One third of the members of Student Council, not counting the officers, shall constitute a quorum for any meeting of Student Council.

- Adjournment. Unless otherwise provided by the Executive Board in its statement of the agenda of the meeting, no regular Meeting of Student Council shall convene for a period of time greater than one hour.

#### 4. Disposition of Motions.

- Motions passed by Student Council shall be accepted as law governing the members of the student body.
- Motions which have been rejected at a meeting of Student Council shall not be placed on the agenda of any other Student Council meeting for the remainder of the year except in the following circumstances:
  - The motion may be reopened for discussion in the same meeting, if, immediately upon its rejection, a motion to reconsider or amend the original motion is passed by a 2/3 vote.
  - Relocate. The motion may be removed to the Executive Board for revision, amendment, or compromise for consideration at the next meeting of Student Council if, immediately upon its rejection, a motion to so relocate that motion is passed by a 2/3 vote.
  - Re-propose. If it has not yet been previously submitted, the motion may be resubmitted for the next Student Council meeting.
  - Impeachment or amendment. Motions for impeachment or for the amendment or repeal of this constitution may be submitted at any time, regardless of their disposition in previous meetings of Student Council.
- Vetoes.
  - Authority. The President shall have the power to veto any motion passed by a majority vote by Student Council.
  - Timing. The President may exercise the power to veto a motion passed by the Student Council only within one week of passage of that motion.
  - Method. The President shall exercise veto power by submitting a written statement of that veto to the Secretary.
  - Announcement. The Secretary shall announce any exercise of the President's veto power to the Student Council at the next regular meeting of Student Council by reading aloud the statement of that veto written by the President.
  - Override. Student Council shall have the power to override any veto by the President by passing a motion to that effect by a 2/3 vote.
  - Disposition. Any motion which has been vetoed by the President, and for which the Student Council has not overridden that veto, shall be deemed to have been rejected by Student Council.
- Vetoes and unaddressed items.
  - Motions on the Floor. In the event that a motion on the floor at a meeting of the Student Council has not been passed or rejected at the time of adjournment, it shall be deemed that it has been made and seconded to move to the previous question.
  - Accepted. Should the motion for the previous question be accepted, a vote shall be immediately taken on the motion on the floor. The meeting shall then be adjourned.
  - Rejected. Should the motion for the previous question be rejected, the motion on the floor shall be deemed to have been properly submitted to a motion box for placement on the agenda of the next meeting of the Student Council, and the meeting shall then be adjourned.
- Unaddressed Items. Those items on the agenda which are not addressed by Student Council shall be dropped and shall not be placed on a subsequent agenda for a subsequent meeting unless they are resubmitted in accordance with the provisions of this constitution.

#### 5. Participation.

- Members. Members of the Student Council shall regularly attend the meetings of the Student Council.
- Nonmembers. Individuals who are not members of Student Council may regularly attend any meeting of the Student Council.
- Expulsion. The Chairperson shall have the authority to expel any student from a meeting of Student Council for disruptive or otherwise improper behavior.
- Involvement. Any student may participate in the debate at any meeting of Student Council.

- Voting. Students who are not members of the Student Council shall have no vote in any meeting of the Student Council.

#### **B. Emergency Meetings of Student Council:**

- General. Emergency meetings of Student Council shall be held in accordance with the provisions concerning regular meetings of Student Council except as hereinafter provided in this section.
- Call.
  - Authority. The Executive Board shall have the power to call an emergency meeting of the Student Council.
  - Justification. The Executive Board shall call an Emergency Meeting of the Student Council only when, in the opinion of the Board, matters have arisen which need to be resolved before a regular meeting of Student Council can be convened.
- Agenda.
  - Content. The Agenda of an Emergency Meeting of Student Council shall consist only of those matters which, in the opinion of the Executive Board, need to be resolved before a regular meeting of Student Council can be convened.
- Schedule.
  - Time of Setting. The agenda for an Emergency Meeting of Student Council shall be set as soon as possible once the meeting is called.
  - Time of posting. The agenda for an Emergency meeting of Student Council shall be posted not less than six hours before the meeting.

#### **C. Meetings of the Executive Board:**

- The Executive Board shall meet whatever frequency necessary to conduct its business.
- Meetings of the Executive Board may be called by any member of that Board.
- Any member of the Executive Board who calls a meeting of the Executive Board shall be responsible for notifying the other members of the Board of that meeting a reasonable amount of time before the meeting.
- The presence of all three members of the Executive Board shall constitute a quorum.
- Meetings of the Executive Board shall be run under any rules of order deemed appropriate by that Board.
- The Secretary shall be responsible for the keeping of minutes of any meeting of the Executive Board.

#### **D. Committee Meetings:**

- Committees shall meet with whatever frequency necessary to conduct their business.
- Committee Meetings shall be called by the Heads of committees.
- Committee Heads who call meetings of their committees shall be responsible for notifying all members of the committee of those meetings a reasonable amount of time before those meetings.
- Committee meetings shall be run under any rules of order deemed appropriate by the Head of the Committee.

### **VIII. IMPEACHMENT AND RESIGNATION**

#### **A. Impeachment:**

- **Definition.** Impeachment shall consist of the compulsory removal from Student Council any member of Student Council.
- **Grounds.** The following shall comprise the only grounds for impeachment:
  - Blatant or repeated failure to uphold the standards of this Constitution;
  - Blatant or repeated failure to uphold the standards of the school community;
  - Blatant or repeated neglect of duty or responsibility.
- **Method.**

- Motion. Impeachment shall occur only by a motion to that effect duly brought before and passed by the Student Council by a 2/3 vote by secret ballot.
- Submission. Any motion for impeachment must be supported by a petition to that effect signed by more than 15% of the members of Student Council.

- Motions for impeachment shall have priority on any agenda second only to Roll Call, Minutes, and amendment or repeal of this Constitution.
- No President shall serve as the Chairperson of any meeting of Student Council for which his/her impeachment is an item on the agenda.
- Should a motion for impeachment properly submitted not be placed on the agenda of the next regular or emergency meeting of Student Council, the Advisors of the Student Council shall prepare the agenda for that meeting and shall serve as the Chairperson for that meeting.

#### **B. Resignation:**

- President. The President of Student Council shall be deemed to have resigned if he/she submits a letter in writing that he/she is vacating his/her office.
- Others. Members of the Student Council other than the President shall be deemed to have resigned if they submit a letter in writing to the President stating that they are vacating their office.

#### **C. Replacement:**

- Manner. Members of Student Council who have resigned or been impeached shall be replaced as follows:
  - Officers. In the event of the impeachment or resignation of an officer, the remaining members of the Executive Board shall arrange for and supervise an election by the entire student body to fill the vacated position.
  - Dormitory/Day Student Representatives. In the event of the impeachment or resignation of a Dormitory/Day Student Representative, the Executive Board shall arrange for and supervise an election of a new representative by the constituency of the vacated position.
  - Class Officers. In the event of the impeachment or resignation of a Class Officer, any or all officers of the same class shall move up to fill the vacated office, and the Executive Board shall arrange for and supervise an election of a new Officer by the constituency of the vacated position.
  - Committee Heads. The appointment of a Committee Head to replace a Head who has vacated his/her position shall occur in accordance with the provisions of the appointment of a new Committee Head, as set forth above.
  - Select Members. In the event of the impeachment or resignation of a Select Member, no further action need be taken.
- Group Replacement. In the event that all members of the Executive Board are impeached or resign simultaneously, the Advisors of the Student Council in accordance with the Committee Heads, shall arrange for and supervise the election by the entire student body of a new set of officers. Members of Student Council who have resigned or been impeached cannot stand for election for the office they vacated. **\*amended May 2012**

### **IX. AMENDMENT OR REPEAL**

**A. Motion:** Amendment or repeal of this constitution shall occur only by means of a motion duly brought before Student Council and passed by a 2/3 vote.

**B. Submission:** Any motion for the amendment of or repeal of this Constitution must be supported by a petition to that effect and signed by 15% of the members of the Student Council.

### **X. ORIGINAL ADOPTION**

**A. Criteria:** This Constitution shall be considered to have been adopted only when the following three criteria have been met:



- The Constitution shall be approved by the Principal;
- Every student shall receive a ballot in his/her P.O. box for the approval or rejection of this Constitution;
- The Constitution shall be approved by 2/3 of the students who submit a vote on the adoption of this Constitution within three days of the receipt of the ballot in their P.O. box.

**B. First Election:** The Student Council government in operation immediately preceding the adoption of this Constitution shall remain the governing group of the Student Body until the first elections under this Constitution are implemented.

## AMENDMENTS TO THE STUDENT COUNCIL CONSTITUTION

### Structure previous wording Section V, C, 3b

Others. Each member of Student Council who is not an officer shall have the opportunity to serve on exactly one committee, either as the head of that committee or as a member of that committee.

### Change Section V, C, 3b

Others. Each member of Student Council who is not an officer shall have the opportunity to serve on exactly one **permanent** committee **and as many ad hoc committees as desired**, either as the head of that committee or as a member of that committee.

Passed 21 May 1996

### Change Section V, C, 3c

**Committee Heads.** No member of Student Council shall serve as head of more than one committee

Passed 21 May 1996

### Change Section V, C, 1

Appointment. Committee Heads shall have the power to appoint the members of their committees from all of the members of the Student Council wishing to participate on exactly one **permanent** committee. The President shall ensure that all the members of the Student Council wishing to participate, who are not already officers shall be placed on exactly one **permanent** committee.

Passed 21 May 1996

### Change Section III, E

**Positions.** The number of dormitory representatives to serve in Student Council and represent their dorm shall be determined by the formula bellow. The number of day student representatives to serve in Student Council and represent the day student community shall be determined by the formula below.

Passed 27 May 2003

### Change Section III, G

**Positions.** The President of the Student Council shall be given the power to appoint any student he/she wishes, at any time, to serve as a Committee Head (however, a Committee Head may not also hold another position on the council) and that the President may remove any Committee head at any time. The President must announce his decision to appoint or dismiss a Committee Head at the next regular meeting of the Student Council. The General Assembly may overturn the President's mandate to either appoint or dismiss with a two-thirds majority vote. The vote to overturn the President's decision to appoint or remove, if proposed, must immediately follow the President's announcement.

Passed 03 February 2004

### Change Section VI, E, 1

Eligibility. Any student who is not an officer of Student Council shall be eligible for appointment as a committee head.

Passed 03 February 2004

### Change Section VI, A, 3

Candidate speeches, All presidential candidates will give campaign speeches to the student body in Assembly on the **fifth** Tuesday after spring break.

Passed 21 February 2006

**Change**

**Section VI, A, 4**

Debate. A debate between the two final candidates for President shall take place in Assembly on the **sixth** Monday or Tuesday after spring break. Supervision of the debate will be determined by the chair of Election and Polls, the President, the Vice President, and the Secretary.

Passed 21 February 2006

**Change**

**Section V, C, 3b of the Constitution**

Others. Each member of Student Council who is not an officer shall serve on exactly one permanent committee and as many ad hoc committees as desired, either as the head of that committee or as a member of that committee. He/she shall attend all meetings of his/her chosen permanent committee.

Passed 27 February 2007

**Change**

**Section V, C, 1 of the Constitution**

Appointment. Committee Heads shall have the power to appoint the members of their committees from all of the members of the Student Council to participate on exactly one permanent committee. The President shall ensure that all the members of the Student Council who are not already officers shall be placed on exactly one permanent committee.

Passed 27 February 2007

**Change**

**Section II, A of the Constitution**

**Members:** The members of the Student Council shall consist of Officers, Dormitory/Day Student Representatives, Class Representatives, Committee Heads, Select Members, and Special Student Advisors.

Passed 24 April 2007

**Change**

**Section III, G of the Constitution**

**Positions.** The President of Student Council shall have the power to appoint any student he/she wishes, at any time, to serve as a Special Student Advisor, who may not simultaneously hold another Council position; the President may dismiss any Special Advisor at any time. The President must announce his decision to either appoint or dismiss a Special Advisor at the next regular meeting of the Student Council. The General Assembly may overturn the President's decision either to appoint or dismiss by a two-thirds majority vote.

Passed 24 April 2007

**Change**

**Section III, G of the Constitution**

**Duties.** Special Advisors shall assume specific duties outlined by the President at the time of appointment. Special Advisors shall work in coordination with the Executive Board and General Assembly, and shall report any announcements to the Council at a frequency of the President's choosing.

Passed 24 April 2007

**Change**

**Section VI, F 1 of the Constitution**

Eligibility. Any student who is not an officer of Student Council shall be eligible for appointment as a Special Student Advisor.

Passed 24 April 2007

**Change**

**Section VI, F, 2 of the Constitution**

Recommendation. The previous Special Student Advisor shall be responsible for providing a recommendation by that committee for a new Committee Head within one week after the election of new officers

Passed 24 April 2007

**Change**

**Section VI, F 3 of the Constitution**

Appointment. New Special Student Advisor shall be appointed by the newly elected President of Student Council within two weeks after his/her election.

Passed 24 April 2007

**Change**

**Section VI, F, 4 of the Constitution**

Veto. The Student Council shall have the authority to veto the appointment of any newly appointed Special Student Advisor by a 2/3 vote upon a motion to that effect properly brought before Student Council by the second regular meeting of the Student Council following the appointment of that Special Student Advisor.

Passed 24 April 2007

**Change**

**Section VI, F, 5 of the Constitution**

Term. Special Student Advisor shall serve a term beginning immediately upon their appointment and continuing until the appointment of their successors.

Passed 24 April 2007

**Change**

**Section III, E of the Constitution**

Formula. The phrasing was amended to emphasize the similarity of day student and dormitory representatives.

Passed 22 February 2011

**Change**

**Section III, E of the Constitution**

Representatives are no longer notified for each meeting they miss.

Passed 22 February 2011

**Change**

**Section III, F of the Constitution**

Class representatives need be those students elected by the class.

Passed 5 April 2011

**Change**

**Section III, F of the Constitution**

Class representatives need be those students elected by the class.

Passed 5 April 2011

**Change**

**Section III, G of the Constitution**

Special student advisors were removed from the constitution.

Passed 5 April 2011

**Change**

**Section V, B, 3 of the Constitution**

Committee members are decided by the executive board in conjunction with the committee heads

Passed 5 April 2011

**Change**

**Section V, C, 1 and 3b of the Constitution**

Students may serve on more than one committee

Passed 5 April 2011

**Change**

**Section V, D, 1 of the Constitution**

Students may serve on more than one committee

Passed 5 April 2011

**Change**

**Section VI, A, 7 of the Constitution**

Student Council has no control over whether election results are published in *The Exonian*

Passed 5 April 2011

**Change**

**Section VI, B of the Constitution**

A section was added to formalize Discipline Committee elections.

Passed 19 April 2011

**Change**

**Section V, F, 5 of the Constitution**

Minutes. Committee Heads shall be responsible for maintaining minutes of any meetings of their committees and for providing copies of those minutes to the Secretary within two days after the meeting.

Passed 18 December 2012

**Change**

**Section VI, 2**

Candidates for any officer position of Student Council shall submit to the Election and Polls Committee Heads a written position statement concerning their candidacy within a week following the announcement of the statement requirements.

Passed 18 December 2012

**Change**

**Section VI,A,1** Petition. Any candidate for any officer position of Student Council must submit a petition for nomination signed by at least 200 students of the Academy. The petition will be submitted to the Chair of the Elections and Polls Committee within the week following the announcement of the petition requirements.

Passed 12 February 2013

**Change**

**Section VI, B, 1** Petition. Any candidate for any position on the Discipline Committee must submit a petition for nomination signed by at least 150 students of the Academy. The petition will be submitted to the Chair of the Elections and Polls Committee within the week following the announcement of the petition requirements. Any candidate for any position on the Discipline Committee must be a member of the lower class at the time of their candidacy.

Passed 12 February 2013

**Change**

**Section VI, D, 1 b (add on)** (The section VI, D,1 was renamed VI,D,1,a and a clarifying section, VI,D,1,b was added)

Passed 12 February 2013

**Change**

**Section VI, G, 1 (created)**

Passed 12 February 2013