



# Joaquin Miller Middle School

## **Student Body Constitution**

## **Article I. Name and Purpose**

**Section 1** - The name of this organization shall be the Associated Student Body of Joaquin Miller Middle School, which may be referred to as “Miller ASB”.

**Section 2** - The objective of this organization shall be to promote interest and participation in all student activities, manage all student affairs as they may arise, and act as a liaison between the student, staff, and office administration.

**Section 3** - The governing body of Miller ASB shall be Miller Student Council, which may be referred to as Miller SC.

## **Article II. Membership of Miller ASB and Miller Student Council**

**Section 1** - All students enrolled at Joaquin Miller Middle School, as verified by the office, shall be considered members of Miller ASB.

**Section 2** - Miller Student Council shall be composed of officers from Miller ASB. Officers can either be elected under the provisions of Article III or commissioned by the advisor(s) under the provisions of Article IV.

**Section 3** - Officers must abide by all guidelines and requirements set by the advisor(s) and may be removed at any time by the advisor(s).

**Section 4** - All officers shall serve a term of one school year and are eligible to seek re-election or re-commission to Student Council provided that they still meet meet all requirements as defined in Article III or Article IV.

**Section 5** - The advisor(s) shall have the power to fill any vacancies that may occur in Miller Student Council in any way they deem fit, including but not limiting to altering the number of officer positions.

### **Article III. Miller Student Council Elected Officers and Elections**

**Section 1** - The elected officers of Miller Student Council shall be the President, Vice President, Secretary, Treasurer, Social Officer, and two School Site Council (SSC) Representatives. Of the School Site Council Officers, one must be a seventh grader and one must be an eighth grader.

**Section 2** - The advisor(s) shall have the power to set procedures and qualifications that must be followed and met for students to declare candidacy for elected Miller Student Council Office, and the ability to determine which students have filed for candidacy.

**Section 3** - They shall also be able to establish rules to govern candidates, set the date of the election and procedure for students to vote, and form a committee to declare the winner of the elections.

**Section 4** - The advisor(s) shall be able to establish all qualifications and procedures that must be met for potential candidates to declare their candidacy.

**Section 5** - No graduating eighth graders may vote or run in elections.

## **Article IV. Miller Student Commissioners**

**Section 1** - The commissioned officers of Miller Student Council shall be the Treasurer, Green Officer, Charity Liason, Homeroom Commissioner, Technology Officer, and Public Relations (PR) Commissioner.

**Section 2** - The advisor(s) may commission students to any officer positions listed in Article IV, Section 1 as is necessary.

## **Article V. Duties of Miller Student Council Officers**

**Section 1** - The President shall be the presiding officer at all Homeroom Representative and Officer Meetings. They shall also have the power to form and dissolve committees of homeroom representatives and shall be an ex officio member of such committees.

**Section 2** - The Vice President shall assume all roles and powers of the President in the President's absence and shall be in charge of all club-related matters and attendance at homeroom representative meetings.

**Section 3** - The Secretary shall record and publish the minutes of all Officer and Homeroom Representative meetings and special budgetary motions, and shall also send records of budgetary motions to the school's Financial Secretary.

**Section 4** - The Social Officer shall plan the first school dance of the year and oversee the Social committee of the Leadership Class.

**Section 5** - The School Site Council Representatives shall attend all School Site Council Meetings regularly. There, they shall report all student council events that have either

been done or are going to happen and represent the student body. They shall also oversee the School Site Council Committee of the Leadership Class.

**Section 6** - The Treasurer shall manage the budget of Student Council, prepare a preliminary budget for approval at a Full Student Council Meeting, handle Funding Request Forms and Reimbursement Forms, and count money after Leadership events. They are also in charge of the Student Store and shall oversee the Treasury committee of the Leadership class.

**Section 7** - The Green Officer shall organize events to help better the natural environment of the school, surrounding community, and the world. They shall also oversee the Green committee of the Leadership class.

**Section 8** - The Charity Liaison shall organize events to help raise money for charity and shall act as a liaison with all charities. They shall oversee the Charity committee of the Leadership class.

**Section 9** - The Homeroom Commissioner shall organize events for the homerooms and oversee the Homeroom committee of the Leadership class.

**Section 10** - The Tech Officer shall manage all technology belonging to the Leadership class and oversee the Tech committee of the Leadership class. They shall also be in charge of tech requests for all school activities and maintain a website for Miller Student Council where the Constitution and Student Council Budget must be readily available and accessible. This website may also be used in any way as seen fit by the advisor(s).

**Section 11** - The Public Relations Commissioner shall advertise all Leadership events as well as manage all social and public relations with the Miller Student Body through official Miller social media accounts. They shall also organize any PR events for Miller

Leadership and Student Council.

## **Article VI. Homeroom Representatives**

**Section 1** - Each class designated as a homeroom by the office shall choose one student to represent their homeroom and one student to act as an alternate in the main homeroom representative's absence.

**Section 2** - Teachers of each homeroom class shall have the power to choose their homeroom representatives through any means they wish.

**Section 3** - The advisor(s) shall set rules and requirements for the homeroom representatives to follow and have the power to remove them from their office.

**Section 4** - Homeroom representatives shall have the sole power to approve meeting minutes taken at previous Full Student Council Meetings as defined in Article VII, Section I.

**Section 5** - Homeroom Representatives must, to the best of their ability, report back to their homerooms information from the Full Student Council Meetings and carry out other activities as mandated by the Student Council Officers.

## **Article VII. Meetings**

**Section 1** - Student Council Officers must host either a Full Student Council Meeting, where they will share information on upcoming school activities with Homeroom Representatives, or a Student Council Officer Meeting, where only officers will discuss matters concerning the student body amongst each other, at least once per month.

**Section 2** - Officers must declare the type of meeting and the time, date, and place of the meeting no later than one week before the called meeting.

**Section 3** - At least one Full Student Council Meeting and one Student Council Officer Meeting must be held per school year, and one advisor must be present at all of these meetings.

**Section 3** - Homeroom Representatives must attend all Full Student Council Meetings, and Miller Student Council Officers must attend all Full Student Council Meetings and Student Council Officer Meetings.

#### **Article VIII. Funding**

**Section 1** - Student Council Officers shall have the power to appropriate funds from the Student Council Budget for expenditures by the Leadership class, as defined by the advisor(s).

**Section 2** - The appropriation of funds in the Student Council Budget for expenditures not from the Leadership Class require the consent and approval of the Homeroom Representatives.

**Section 3** - Funds in the Student Council Budget may only be used for matters that affect the Student Body.

**Section 4** - The Student Council Treasurer and Student Council Advisor must both consent to and sign off on requests for reimbursements that involve Student Council funds in order for the requests proceed to the Financial Secretary, except if either the Student Council Treasurer or Advisor is the recipient of the requested reimbursement.

## **Article IX. Amendments**

Amendments to the constitution must first be recommended by Miller Student Council. Once the officers approve the proposed amendment by a two-thirds majority vote, the amendment must be approved by a two-thirds majority vote of the homeroom representatives and receive the consent and approval of all advisor(s) and the principal of Miller Middle School, all within the same school year.

## **Article X. Ratification**

This constitution shall be inoperative until ratified by a two-thirds majority vote of the Miller Student Council and a two-thirds majority vote of the homeroom representatives, along with the consent and approval of all advisor(s) and the principal of Miller Middle School, all within the same school year. Once adopted, this constitution will supersede all previous governing documents of Miller ASB and Miller Student Council and shall be supreme to all decisions by Miller Student Council except amendments duly passed.

Advisors: Approved

Principal: Approved

Miller Student Council: Ratified 5/23/17

Miller Homeroom Representatives: Ratified 5/24/17

Adopted on the Twenty-Fourth day of May in the Year Two Thousand and Seventeen