

STUDENT COUNCIL CONSTITUTION AND BY-LAWS

Patton Springs ISD

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Preamble

We, the students of Patton Springs ISD, in order to establish and maintain a high degree of citizenship, to understand and to cooperate with our school administration, to have the feeling of loyalty to each other and to our school, do organize ourselves to operate under the following constitution.

Article I –Name

The name of this organization shall be the Student Council of Patton Springs ISD. The Student Council Advisor shall hereinafter be called the “advisor.”

Article II – Purpose

Section I – The purpose of this organization shall be:

1. To promote activities for the betterment of the school, community, state, and nation
2. To bring about closer cooperation between the faculty and the student body
3. To cooperate with the administration in addressing problems concerning the school and the student body
4. To promote a desire for good citizenship in each individual student of Patton Springs ISD
5. To create and maintain school spirit and loyalty
6. To provide a forum for student expression
7. To develop leadership skills in its members

Section II – The Executive Council shall consist of the following members:

1. President
2. Vice – President
3. Secretary
4. Treasurer
5. Reporter

Section III – The Representative body of the council shall consist of any Patton Springs ISD student who meets the qualifications in Section IV under this article.

Section IV - Qualifications

1. Prospective members shall:
 - a. Are required to meet with a committee of the senior council members, officers and the council advisors for a face-to-face interview
 - b. Have a passing grade in all courses the previous semester and the six weeks grading period immediately preceding the application process based on UIL eligibility rules
 - c. Membership shall be for a period of one year beginning at the end of the spring semester
 - d. Exhibit an exemplary behavior and conduct

- e. Have no more than one assignment to ISS in the current school year NOR been assigned to AE, SURGE, or JJAEP at any time during the current school year.
2. Current member shall:
- a. Maintain a passing grade for each six weeks grading period in all classes based on UIL eligibility rules
 - b. Successfully participate in the nomination and election process
 - c. Have no more than one assignment to ISS in the current school year NOR been assigned to AE, SURGE, or JJAEP at any time during the current school year.
 - d. Exhibit exemplary behavior and conduct – students breaking the PSISD Student Code of Conduct (including cheating) will be placed on probation for period of six weeks
 - e. A committee of advisors and officers will regularly meet to discuss the standing of any student council member and take the necessary actions
 - f. Attend a mandatory meeting after the selection process with a parent or guardian
 - g. Have no more than 3 unexcused absences from class per semester
 - h. Must attend all out of school mandatory activities
 - i. Must be a member in good standing (see amendments)
 - j. Are required to meet with a committee of the senior council members, officers and the council advisors for a face-to-face interview
3. Nomination and Election Process:
- a. Members in good standing will be re-invited the following academic year to participate in Student Council.

Article III – Powers and Limitations

Section I - Any authority the Council exercises shall have been granted by the principal, whose power it is to grant and/or rescind privilege and authority at his/her discretion.

Section II – The Council shall report its activities to the Principal on a regular basis. The Council shall obtain approval from the Principal or other designated member of the Administration prior to the implementation of any major project.

Article IV – Executive Board

Section I – the Executive Board of the Council shall consist of the following members:

- 1. Council Officers:
 - i. President
 - ii. Vice-President
 - iii. Secretary
 - iv. Treasurer
 - v. Reporter

Article V – Election and Appointments

Section I – Executive Council officers shall be elected no later than the third Friday of May. Each voter, by secret ballot, may record one vote for each appropriate Student council Office.

Section II – The members of the Executive Council shall be elected in the following manner:

1. Have a passing grade for each six weeks grading period in all classes based on UIL eligibility rules
2. Are elected by the student body
3. Must have approval of the principal's office before the election
4. Campaigning requires a speech that will be presented to the student body prior to voting
 - a. length of speech will be predetermined by the advisors
 - b. posters and flyers can be distributed before speech presentations
5. Any council member on probation at the time of executive officer elections will not be allowed to run for office
6. To run for student council presidential or vice presidential office, a student must be an incoming junior or senior who has served in a student council one year prior to the elections
7. No prerequisites are required to run for other student council officer positions

The final election results will be reviewed and certified by the administration and advisor prior to the announcement of the results. Tenure in office shall begin on the first Monday following elections and shall last until the end of the following school year. Where there is an overlap in tenures the council shall come to a majority agreement.

Article VI – Meetings

Section I – The Executive Council shall meet as deemed necessary by advisors.

Section II – The Council shall meet at a minimum of once a month.

Article VII – Responsibilities

Section I – The Council shall be responsible for the following:

1. Serving as host to assemblies by administrative request
2. Planning activities for enrichment of the student body
3. Hosting social activities for new students and faculty
4. Planning and implementing community service project
5. Addressing specific tasks as assigned by administrators
6. Promoting school unity
7. Promoting the pursuit of academic achievement

Section II – The responsibilities of all Executive Council officers shall include but not be limited to the following:

1. Assisting other officers in the preparation of agendas and in other areas of responsibility as needed
2. Voicing opinions at executive meetings
3. Encouraging communication throughout the school – to stress harmony in the Council
4. Participating in planning of Council goals and objectives
5. Participating in nomination and invitation of Council members
6. Becoming knowledgeable of the Council's Constitution and By-Laws and of basic parliamentary procedure
7. Attending state and district workshop as well as local programs for leadership and development as applicable

Section III – The responsibilities of the President shall include but not be limited to:

1. Representation of the student body at school, district and community events and meetings
2. Coordination of the selection and functioning of committee chairpersons
3. Supervision of the functioning of the elected student council officers
4. Development of the agenda for and presiding over respective Student Council meetings
5. Other duties as assigned by the principal and/or advisor

Section IV – The responsibilities of the Vice-President shall include:

1. Assumption of the responsibilities of the President in his absence, or if the president becomes unable to fulfill his/her duties
2. Serving as program chairperson for assemblies, conferences, and meetings
3. Coordination of the work of all committee chairpersons
4. Other duties as assigned by the principal and/or the advisor

Section V – Responsibilities of the Secretaries shall include but not be limited to:

1. Recording of the Council meeting minutes in concise, clear sentences including accurate records of actions on all motions, appropriations and other business
2. Public posting of Council meetings in a timely manner, and distribution of them to key people as necessary
3. Presentation of incoming mail and letters in a timely manner, and distribution of them to key people as necessary
4. Correspondence on all Council matters
5. Filing of the Student Council Constitution and By-Laws with T.A.S.C. and the Patton Springs ISD Administration
6. Other duties as assigned by the principal and/or the advisor

Section VI – Responsibilities of the Treasurers shall include but not be limited to:

1. Keeping a ledger of the financial records of all Council income and expenditures
2. Providing the Council with accurate financial reports at monthly meetings
3. Use of a receipt system for all monies received from students, and depositing said monies according to PSISD policies
4. Knowing and following the procedures used by the school for bookkeeping, purchasing, and payment of all Council bills
5. Working with committees in the preparation of budgets
6. Other duties as assigned by the principal and/or advisor

Section VII – Responsibilities of the Reporter shall include but not be limited to:

1. Having a quick and accurate method of taking attendance at Council activities
2. Filing copies of minutes, programs, documents, and all important papers logically for availability of future Councils
3. Take pictures of events
4. Report all news that concerns the student body to the school newspaper and to local newspapers
5. Preparations for entry of the Council scrapbook in the annual T.A.S.C. state competitions
6. Other duties as assigned by the principal and/or advisor

Article VIII – Standing Committees

Section I – The standing committees shall include but not be limited to:

1. Community and School Service
2. Drug, Alcohol, Safety and Health (DASH)
3. Energy and Environment
4. Pride and Patriotism

Article IX – Removal from the Student Council

Section I - A student may be removed from the Student Council or Executive Office at the advisor's discretion for one or more of the following reasons:

1. Failure or inability to fulfill the duties of office as prescribed by this constitution
2. Violation of the Patton Springs ISD or Council Code of Conduct (The Student Council Code of Conduct shall appear in both the Election Packet and the Student Handbook)
3. Accumulation of more than 4 unexcused absences per semester from Student Council activities and meetings or failure to meet point requirements
4. Withdrawal from school
5. Failure to maintain membership requirements as stated in Article II, section IV
6. Disciplinary action taken by the school administration
7. Any other reason that may be listed in the Council Code of Conduct
8. Any other reason as decided by the advisor and/or the principal
9. Failure to correct probationary issues
10. Receiving probation more than once in a school year

Section II – A student and their parents shall be notified in writing of removal from office, and the reasons for removal from office. No prior notices or warnings are required.

Section III – A student may appeal by letter to the Principal, their removal from Student Council positions within ten (10) calendar days of receipt of the removal letter.

Section IV – Replacing a vacancy that occurs in the council between the time of the elections and the beginning of the next school year shall be filled by one of the runners-up from the previous general election. If there were no runners-up, the Executive Council will nominate a replacement. The exception will be for the president's position, which will be filled by the vice-president. If both the president and vice president are removed, the Executive Council will select the replacements within the council. Any replacement must be interviewed and approved by the advisor/and or the principal.

Article X – Ratification

This constitution shall be ratified by a three-fourths majority vote of the existing Student Council Executive Officers and by the principal and advisor.

Article IX – Social Media

Student Council members are high-profile representatives of the Patton Springs Independent School District, and their behavior is subject to scrutiny by their peers, the campus, community, and the media. The actions of a single Student Council member can reflect positively or

negatively not only on the individual Student Council member, but also on his/her other Student Council members, PSISD, and the entire school district. Therefore, student members are expected to represent themselves and PSISD with honor, dignity and integrity at all times – including when interacting on social networking websites and in other online environments. The popularity of social networking websites (e.g., Facebook, Twitter, Vine, YouTube, Instagram, BlogSpot, Snapchat, etc.) has grown tremendously during the last few years. These websites, and any new sites, can serve as valuable communication tools when used appropriately. The use of social media, however, has the potential to cause problems for both the Student Council and the school environment. Almost anything a student member posts on a social networking site may be viewed by others, and both the media and the general public are more likely to view the profiles of student members than the profiles of other students.

This article is a Networking Guideline to:

1. Provide recommendations and suggestions for student members to help them use social media in a safe and responsible manner.
 2. Outline important rules that student members must follow when using social media.
- Important Suggestions & Recommendations Regarding Social Networking Sites Some students mistakenly believe social networking websites have a veil of privacy about them and assume their profiles are viewed only by a close circle of friends and fellow students. To the contrary, the content on most of these sites is accessible by anyone in the public unless security and privacy features are used. The public nature of these websites has created personal safety and personal welfare concerns. For example, student members have been stalked or sexually harassed and assaulted as a result of their Facebook profiles. Student members also should be aware that potential employers and graduate school admissions officers now regularly screen applicants by conducting “Google” searches of an applicant’s name and by reviewing the applicant’s social networking profiles. Students are being passed over for interviews and denied admission to universities based on the content of their profiles. Student members should be very careful about what personal information they share on the internet. For their own security, protection and welfare and that of fellow members and friends, Student Council strongly recommends and advises student members to:
- Keep phone numbers, physical addresses, birthdates, current whereabouts, travel plans and other personal information strictly confidential. This information should not be contained in a student members’ personal online profile.
 - Limit the access of others to e-mail addresses and screen carefully those whom a student member may accept as “friends” on a social networking site.
 - Use whatever security and privacy features are available to restrict the ability of others view a student-member’s site or to post pictures, messages and other content on a student-athlete’s site.
 - If an individual contacts a student-athlete via a social networking site and the nature of the contact makes the student member concerned for his or her safety or uncomfortable in any way, the student member should immediately contact a parent, a coach, or a campus administrator.

Rules Regarding Social Networking Sites

Participation in Student Council is a *privilege* and not a right. As a condition of being a student member in PSISD, student member must abide by the following rules related to the use of the internet and social networking sites:

1. Any postings or communications via social networking websites which disrupt either the educational environments or which advocates the violation of any school policy would be unacceptable.
2. Student members may not post online any pictures, information or other content that might cause embarrassment to themselves, fellow student, teams, coaches, PSISD (examples: obscene images or language, nudity, pictures at parties with alcohol, references to drugs, sex, or illegal activities).
3. Student members may not post any content online that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual, PSISD student, faculty or staff member, or entity (examples: derogatory comments regarding another school; taunting comments aimed at another school). No posts should depict or encourage unacceptable or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, and illegal drug use).
4. Student members may not post any content online that would constitute a violation of the PSISD Student Code of Conduct.
5. Student members may not post any information that is sensitive or personal in nature or is proprietary to PSISD which is not public information.
6. Student members are required to abide by all laws related to the use of the internet (including state and federal privacy laws such as FERPA and HIPPA), and student members are personally liable for any violations of those laws.

Student members in PSISD are required to abide by rules set forth in these guidelines. The failure to do so will be considered a violation of the Student Council Constitution and/or the PISD student code of conduct. The violation may result in disciplinary action by Student Council and the campus:

- ❖ **1st Offense** – Warning and parent meeting with the Student Council Advisors
Consequences will be determined based on the severity of the infraction and may include probation or dismissal from the Student Council or Student Council activities
- ❖ **2nd Offense** – Parent meeting with Student Council Advisors and the PSISD principal.
Consequences will be determined based on the severity of the infraction and may include probation or dismissal from the Student Council or Student Council activities
- ❖ **3rd Offense** – Parent meeting with the Student Council Advisor, the PSISD principal and PSISD superintendent. Consequences will be determined based on the severity of the infraction and may include probation or dismissal from the Student Council or Student Council activities

Article X – Amendments

Proposed amendments must be furnished to the Executive Board in writing. A two-thirds majority vote of the Executive Board shall be required to place the amendment on the next Student Council meeting agenda. The proposed amendment shall be published at least one meeting prior to a ratification vote and ratified by a three-fourths majority vote of the membership present in a regular session. The signature of the principal and advisor shall complete ratification.

Member in good standing: to have “member in good standing” status, one must

- Attend class regularly
- Attend all mandatory events
- Have the appropriate number of community service hours per six weeks

Failure to meet these conditions may result in probation or lack in participation in council trips and/or elections.

LETTERMAN PATCH

- A. Student council member must have maintained active membership for at least one year.
- B. Student council member must have held an office and have never been removed or on probation before. (If the member cleared a probation by making up points, the member is still eligible.)
- C. Must have at least 50 documented service hours.
- D. Must have approval of the advisor(s).
- E. The member is responsible for the cost of the jacket and/or patch.