

# New Trier Student Alliance Constitution

## ARTICLE I - PURPOSES AND POWERS

### Section 1. Purposes:

1. To formulate and express the opinions, recommendations, and suggestions of the student body to the administration, faculty, and the Board of Education.
2. To find balance between the students' voices and the administration's policies.
3. To achieve school-wide awareness of, and participation in, student-led and extracurricular opportunities unique to current interests.
4. To support activities that benefit students and the community.
5. To guarantee the sovereignty and autonomy of all clubs and organizations at New Trier Township High School.
6. To pursue any goals proposed each year by the board.

### Section 2. Powers:

1. To regulate the existence of clubs through charters.
2. To budget and supervise the activities fee fund.
3. To originate referenda to determine the opinion of the student body.
4. To define and protect students' rights.
5. To take all steps necessary and proper for carrying out the purposes of Student Alliance.
6. To update the Constitution annually.

## ARTICLE II - OFFICERS

**Section 1.** The officers of Student Alliance shall be President, Vice-President, Secretary, and Treasurer.

**Section 2.** With the exception of the President, the officers shall have the right to vote in formal and special meetings. The President is responsible for casting a tie-breaking ballot in the event of a tied vote.

**Section 3.** Officers shall meet together with sponsors at least once a week to discuss Student Alliance issues, agendas, and other relevant topics.

**Section 4.** One Board of Education meeting must be attended by one officer every year.

**Section 5.** Newly elected officers will assume their duties in May with the understanding that the former officers will share the duties of office until the end of their term.

**Section 6:** Officers shall be responsible for appointing Student Alliance board members.

**Section 7.** The officers shall abide by the Extracurricular Code.

**Section 8.** Officers shall perform constituency reports as needed.

**Section 9.** Officers can resign from their position and assume the role of a board member.

## **ARTICLE III - OFFICER DUTIES**

### **Section 1. The President shall:**

1. Call and chair all formal meetings.
2. Call periodic officer meetings as needed.
3. Present project recommendations for the Student Alliance Board to consider, but cannot make formal motions.
4. Meet periodically with members of the administration to discuss matters of importance.

### **Section 2. The Vice- President shall:**

1. Assume all responsibility of the President when she/he is unable to do so.
2. Direct all Student Alliance elections. In the event that the Vice President is running in a Student Alliance election he/she will forfeit the following powers for the election stated in Article 5 section 4, 8 and 9.
3. Run, organize and attend all advisory forums to give project updates, and organize constituencies as needed. One or the other must be conducted quarterly.
4. Record updates to the Constitution annually
5. Meet periodically with members of the administration to discuss matters of importance.

### **Section 3. The Secretary shall:**

1. Record, publish, and distribute minutes at the request of all Student Alliance members, other students, club sponsors and faculty.
2. Assume all responsibilities of the Vice-President when he/she is unable to do so.
3. Tally the votes.
4. Meet periodically with members of the administration to discuss matters of importance.

### **Section 4. The Treasurer shall:**

1. Chair the annual Budget Day Committee hearings.
2. Assume all responsibilities of the Secretary when he/she is unable to do so.
3. Appoint students to the Budget Committee.
4. Keep an exact record, in writing, of all Student Alliance bank accounts and provide a budget report to students, administrators, and faculty who ask for it.
5. Ensure the reimbursement for all Student Alliance expenditures.
6. Meet periodically with members of the administration to discuss matters of importance.

## **ARTICLE IV - THE DUTIES OF THE STUDENT ALLIANCE BOARD**

### **Section 1. The Student Alliance Board members shall:**

1. Serve on at least one standing Student Alliance committee.
2. Inform the student body of issues affecting them whenever a constituency is assigned or forum is conducted.
3. Represent the student body by expressing their opinions to the S.A. officers, the administration, the faculty, and the Board of Education.
4. Report daily to the Student Alliance office.
5. Attend all meetings unless excursions, illnesses, or emergencies prevent their attendance.
6. Abide by the Extracurricular Code.

## ARTICLE V - ELECTIONS

- Section 1.** Sophomores and juniors with at least one completed year of experience prior on Student Alliance are eligible to run for the positions of President, Vice-President, Secretary, and Treasurer.
- Section 2.** Officer elections shall take place during third quarter.
- Section 3.** Board elections shall begin immediately after the conclusion of officer elections.
- Section 4.** The specific dates of board elections shall be left to the discretion of the vice president. In the event that the Vice-President is running in a Student Alliance election he/she will not forfeit this power except for conflicts of interest.
- Section 6.** The officers shall serve a term of two semesters.
- Section 7.** All officer and Board candidates must sign a "campaign rules" form, and complete a petition of fifty eligible voters' signatures.
- Section 8.** The Vice-President shall validate all petitions. In the event that the Vice-President is running in a Student Alliance election, he/she will forfeit this power.
- Section 9.** The Vice-President shall be responsible for seeing that all ballots correctly cast and are counted accurately. In the event that the Vice-President is running in a Student Alliance election, he/she will forfeit this power.
- Section 10.** There shall be a special board election for the officers where the total board vote shall equal 25% of the school-wide popular vote.
- Section 11.** In the event that there are more than two candidates for a single officer position, a primary election will be held within Student Alliance where all voting members except the candidates will cast one vote. The top two vote getters will move on to the general election. In the event of a tie, all tying candidates for first or second place will move on to the general election.

## ARTICLE VI - APPOINTMENTS

**Section 1. The appointment process for Student Alliance Board positions is as follows:**

1. Only those who were not elected in a Student Alliance board election may be appointed.
2. The newly elected officers shall interview all interested candidates.
3. Appointments shall be made with the collaboration of newly elected officers and sponsors.
4. At their discretion, officers and sponsors can elect to adapt the appointment process to specific situations.

## ARTICLE VII - MEETINGS

- Section 1.** Proposed clubs will be discussed in special meetings called by the Clubs Committee when necessary.
- Section 2.** Formal meetings shall be conducted under the procedures outlined in the current edition of Robert's Rules of Order Newly Revised which should be available to all board members.
- Section 3.** Formal meetings shall take the form as follows:
1. The president shall chair the meeting and call the meeting to order.
  2. In the event of absence or a conflict of interest, the president can defer chairmanship to other officers in the order of: vice president, secretary, and treasurer.
  3. Officers shall make weekly officer announcements, which will address officer issues presented by the board, other officers, the administration, and other subjects of relevance.
  4. Committee heads shall make weekly committee announcements, which will detail progress made on projects and other subjects of relevance.
  5. The chair shall open the floor to any old business not settled in previous meetings. Old business is only open to motions.
  6. New business shall follow old business, where new motions shall be presented to the board.
  7. The current officers shall decide the specific procedures of formal meetings, and communicate them with the rest of the board.
  8. The debate shall stop when no further speeches are presented or when a board member moves the previous question.
  9. With a 2/3 majority vote, discussion can end and move on to a formal vote.
  10. Unless specified by the motion, all main motions shall pass with a majority vote.
- Section 4.** Special meetings may also be called by the President with the approval of the Vice President, by a petition signed by 2/3 of the board, by unanimous consent of the sponsors, or by any three officers. These meeting will follow the rules of Friday meetings. The agenda is determined by the person calling for the meeting, and should be clearly expressed when a petition circulates.
- Section 5.** Club meetings do not follow the same procedure as Friday meetings. The procedure goes as follows:
1. At the request of the Clubs Committee, the presiding officer shall call the meeting to order.
  2. The floor is immediately turned over to a member of the Clubs Committee, who is the only person who can make a motion regarding clubs.
  3. After the motion is made, the floor belongs to the club representative, who can use the time at his/her discretion to explain their club or to answer questions.
  4. At any time, a motion can be made to close debate. In the event of a majority vote, business immediately moves to the next club without a motion to reconsider.

5. At the discretion of the chair, the club representatives may be asked to leave the room for the vote.
6. A motion to adjourn can only be made when either all clubs present are discussed and voted on or when time expires.
7. A meeting may be called any day of the week.
8. Any club representative conflict of interest with any SA member will be resolved by the officers and sponsors.

**Section 6.** Duties of the Chair:

1. The chair is responsible for keeping order in the meeting and ensuring Robert's Rules are followed.
2. Nobody may speak unless formally recognized by the chair.
3. The chair has the ability to limit speech and questioning times in order to expedite the meeting and ensure all matters are addressed.

**Section 7.** If a student representative from the club is not available to attend a club's meeting on, the Clubs Committee may, with the approval of three officers, schedule the meeting for another day.

**Section 8.** If a representative from the club cannot come on any day, the club must submit a form to SA explaining the club's merits and the reason for which no member can attend the meeting. This motion is part of a Friday meeting's "new business" and should be treated in as any other motion.

**Section 9.** A majority of all voting members shall constitute quorum.

**Section 10.** A majority of all voting members present and voting shall be required to pass any main motion. Board members who abstain will function as a non-vote, and they shall be excluded from vote total. Abstentions are *not* counted as "nay" votes.

**Section 11.** Minutes for all meetings shall be made available to the public within a week of their approval. A complete and/or an abridged version must be made easily accessible to constituents, and a complete version must be kept in the archives. This duty shall be carried out by the Secretary.

**Section 12.** A pre-meeting shall be held by the officers in order to discuss the agenda on a day to be determined by the President and sponsors. This should be a consistent meeting day.

## ARTICLE VIII - PROJECTS AND COMMITTEES

**Section 1.** The officers shall establish committees for the year, with projects to be determined by the board.

**Section 2.** The committee chairs shall be chosen by the four officers with the approval of the sponsors before the beginning of the school year. The chairman shall:

1. Establish a project dateline schedule and ensure that the committee follows it.
2. Report weekly to the officers on their progress.

**Section 3.** Officers cannot be committee chairs and will serve as regular members on the committee.

**Section 4.** The Student Alliance Board must pass all ad hoc committees in a meeting.

**Section 5.** Committee chairs are responsible for providing the officers with regular updates on project progress.

**Section 6.** Committee chairs have the authority to place committee members on projects and to deactivate projects that aren't making visible progress.

## **ARTICLE IX - MEMBER ATTENDANCE**

**Section 1.** The failure to attend at least 35 minutes of 3rd period results in an unexcused absence.

**Section 2.** The failure of members to report to their constituents as assigned by the Vice-President results in an unexcused absence.

**Section 3.** An accumulation of three tardies shall constitute an unexcused absence.

**Section 4.** An accumulation of eight excused absences per quarter will automatically begin the impeachment process.

**Section 5.** An accumulation of three unexcused absences a semester will automatically begin the impeachment process.

## **ARTICLE X - IMPEACHMENT**

**Section 1.** Any member can move to impeach another member during a Friday meeting.

**Section 2.** The member being impeached will have the opportunity to explain their case.

**Section 3.** If the chair of a meeting is up for impeachment, the next-in-line shall chair the meeting and impeachment proceedings.

**Section 4.** A 2/3 vote of Student Alliance's voting members against an impeached member will result in his/her removal.

**Section 5.** If a petition to remove an S.A. officer or Board member is signed by 1000 New Trier students, a school-wide vote will occur. A 3/4 vote against the member will result in his/her removal.

**Section 6.** Impeachable offenses include:

1. Having an accumulated eight excused absences in a quarter.
2. Having an accumulated three unexcused absences in a semester.
3. Having misused Student Alliance resources and facilities in violation of school policies.
4. Having unfinished assigned constituency reports after a reasonable period of time to be determined by the Vice President.
5. Having a violation of the Extracurricular Code.

## **ARTICLE XI - VACANCIES**

**Section 1.** A position becomes vacant as a result of resignation, impeachment, or incapacitation.

**Section 2.** If there is a vacancy in the presidential office, the Vice-President will assume the position of President.

**Section 3.** The procedure for filling a Vice-President, Treasurer, or Secretary vacancy is as follows:

1. The election process shall be run by the officer next in the succession.
2. All current Student Alliance Board members are eligible to fill the vacancy.
3. All interested candidates shall be given the opportunity to speak on their own behalf and shall be open to questioning by the board.
4. The Board shall hold a mandatory election to nominate the top two candidates.
5. This shall be a closed ballot election within the board to determine the election winner.
6. In case of a tie, the sponsors will be the tie breaker.

**Section 4.** In the instance of a Board member's vacancy no replacement will be made.

**Section 5.** The President, Vice President, Treasurer, and Secretary may resign their office while retaining a position as a Board member.

## **ARTICLE XII - AMENDMENTS**

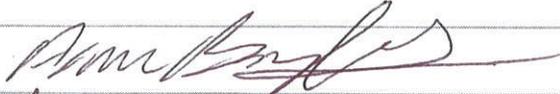
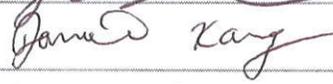
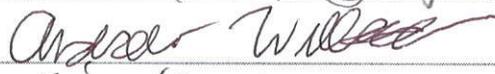
The Constitution, or any part of it, may only be amended by a  $\frac{3}{4}$  majority of all voting members of Student Alliance.

Passed - Wednesday, June 6, 2018

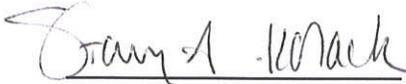
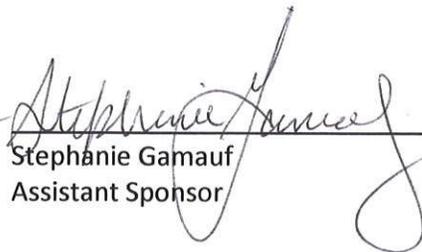
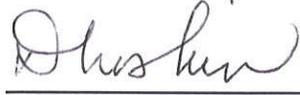
# Student Alliance Constitutional Review

Affirmed - June 06, 2018

By: (members)

1.	Bozkurt, Arman	Board member	20200261	
2.	Coppola, Lucy	Secretary	20190583	
3.	Hamill, Julia	Treasurer	20190009	
4.	Harrison, Robert	Board member	20190250	
5.	Hickey, Brianna	Board member	20190677	
6.	Janczak, Tyler	Board member	20190691	
7.	Kang, Janice	Board member	20200134	
8.	Kirby, Matthew	Board member	20190584	
9.	Meehan-Egan, Lillian	Board member	20190116	
10.	Prendergast, Evan	Board member	20200179	
11.	Rosen, Maxwell	Board member	20200916	
12.	Willcocks, Andrew	Vice President	20190031	
13.	Yen, Bill	President	20190912	

And by: (sponsors)

		
Stacy Kolack Head Sponsor	Stephanie Gamauf Assistant Sponsor	David Noskin Assistant Sponsor