

# GHS Student Council Roles and Bylaws

~Updated and Approved March 15, 2023~

Originally Approved on April 6, 2022

## ROLES

The Student Council will be made up of 13 student leaders, all in various roles described below. Prior to 2023-24 (full capacity), there will be 11 students representing the student body. There must be an odd number of members at any given time to avoid a potential tie vote.

**President:** a 12th grader

*The President must be a previous member of council from 9-11th grade.*

**Vice President:** 11th grader

*The Vice President must be a previous member of council from 9-11th grade.*

**2 Class Representatives Per Grade Level-** The student body will vote on 2 representatives per grade level to make school-based decisions. The representatives should represent their peers' opinions on school related matters. 11th and 12th grades have 1 representative and 1 chair position (VP and President).

**2 Publicists** – One publicist is voted on by the student body and the other publicist is chosen by the SC class representatives. This position creates online and physical advertisements for events. They also communicate with the Middle School and greater community to advertise events and initiatives.

**2 Recorders**– One recorder is voted in by the public and the other position is appointed by the SC class representatives. This person records meeting minutes (information and decisions we make during meetings) and creates weekly agendas.

**1 Treasurer**– The treasurer is appointed by the SC class representatives. They manage all financial aspects of the council. They also plan fundraisers. They must keep and report out accurate financial records.

**Public Comment-** Any enrolled GHS student, parent or staff member may attend public student council meetings as a member of the public and may speak during public comment. Public Comments should be 2 minutes or less in length and must remain school appropriate in delivery and language. If a member of the public does not follow these structures, the SC reserves the right to remove a member of the public from the current meeting. The SC may also suspend a member of the public from future meetings (the next 2 consecutive meetings maximum) if this is voted on and passed by the majority. Parents and staff members are also members of the public and must follow these structures.

## **VOTING RULES**

1. The entire student body will vote for their class representatives, one publicist, and one treasurer.
2. The entire student body will choose from the two 11th grade representatives and two 12th grade representatives for student council Vice President and President.
3. The class SC representatives will vote for one publicist, one recorder and the treasurer.
4. All SC Positions have voting rights in the weekly meetings. The public does not have voting rights. SC majority rules and all votes must take place with a quorum present. (*Quorum: 6 members in 22-23, 7 members in future years.*) When there are dissenting votes, a roll call vote will be enacted and recorded by the secretary.

## **REMOVAL & RESIGNATION**

1. Removal- When a member of the student council is formally removed due to their academics or breaching of bylaws, they are not required to present a replacement member. In case of removal, the student council will make the student body aware of the vacancy so new member may come forward.
2. Once potential members present their interest at an SC meeting, the council will vote to appoint eligible candidates.
3. Resignation- When a member of the student council willingly resigns from their position, they must provide a two week notice and should verbally communicate their succession plan.
4. Members will be removed if they miss more than four meetings per semester without making the council aware prior to the absence.

## **MEMBER TERMS**

All SC Positions are 1-year term positions. They must reapply and run a new campaign each year (if applicable) to remain on the SC. The President and VP must have served on the SC for at least 1 term prior to applying for President or VP. If there are **no** 11th or 12th grade President or VP candidates who were previously on the SC, any qualifying 11th/12th grade student may apply for the role(s).

## **SPONSOR SUSPENSION**

Member terms may end prior to the full term if the student is not in good behavioral or academic standing. The SC teacher sponsor reserves the right to suspend terms temporarily or permanently if it becomes necessary. This is done in a private manner and in closed session meetings. The teacher sponsor will temporarily suspend for 4-weeks for a student if any course grade dips below a **C-, or 70%**. If the grade is not at or above a C- within a 4-week period, the student will be permanently suspended from the SC and we have a new election to appoint for that role by SC.

## **APPLICATION PROCESS**

Interested students must formally apply for ALL positions each school year. Students must maintain grades of a C- or higher to remain a voting member and active participant in the SC.

Interested students must participate in the following application process to gain a position on the GHS Student Council:

1. Submit a formal application with all areas completed and within the application deadline.
2. Primary SC Staff Sponsor approves or denies the application based on the contents of the application and the student's academic/behavioral record (C grades or higher).
3. Participate in a week-long campaign to promote your candidacy to the student body. All candidates must follow the approved campaign rules within these bylaws.

## **TIMELINE OF FALL START-UP**

### **1. September:**

1. Primary SC Staff Sponsor Distributes and Promotes the Student Council Applications.
2. Students apply for membership on the SC
3. Application Approvals/Denials
4. 1-Week Campaigns Begin (See Campaign Rules Below)

### **2. October:**

1. Class Representatives and Publicist Hold Closed Session Meeting to determine the appointed positions: treasurer, publicist, recorder
2. SC announces appointed members: treasurer, publicist, recorder
3. SC holds first public meeting of the school year- any student may attend and speak during public comment
4. SC begins event planning, fundraisers, policy/procedural drafts and proposals
5. GHS Teacher Sponsor checks grades to ensure that all members have a C or higher in every class.

### **3. November:**

1. SC holds 4 meetings- 1 per week
2. SC plans first events of the school year: winter formal
3. SC plans first fundraiser event
4. GHS Teacher Sponsor checks grades to ensure that all members have a C or higher in every class.

## **BOARD MEETING STRUCTURE**

1. Approve the agenda and previous meeting's minutes.
  - Motion to approve last meeting's minutes.
  - Motion to approve agenda.
  - Vote
2. SC Class Representative Reports,
3. Student Council Officer Reports.
4. Financial report.

- Motion to approve financial report.
5. Old Business- Vote on Proposals that were discussed at the last meeting.
  6. New Business- Discuss new items/concerns/needs.
  7. Adjourn the meeting- vote to adjourn.
  8. Closed Session will occur as needed.
    - After: recorder sends out minutes electronically and posts them on the SC Bulletin Board for the student community to view.

## **RESPONSIBILITIES**

The Greenspire SC is responsible for representing the views of the larger student body. They may write proposals and statements to the administration and school board if they would like to influence policy or decision-making. While many policies and procedures are flexible, some are not due to legal protections and state legislation. The Greenspire School will do its best to empower student voices and take student opinions into consideration on any matter that is not regulated by the Michigan Department of Education. All SC decisions will need to garner the support of the TGS administration.

The Greenspire SC oversees and facilitates the following types of school initiatives:

- school events
- school speakers
- fundraisers
- school clubs
- field trips
- SC membership
- representing public opinion
- school policies (where appropriate)/procedures/ decision-making
- food vendors
- amending and updating bylaws and campaign structures
- developing and maintaining a positive and inclusive school culture
- Project Based Learning ideas
- Appointing 1 treasurer, 1 publicist, and 1 recorder per term

## **CAMPAIGN RULES**

GHS SC 22-23 Campaign Rules are as follows:

1. Campaigns must be school appropriate.
2. On signs or handouts, the candidate must only discuss themselves, not other candidates.
3. The public has the right to refuse any and all campaign handouts. Campaigns should not create litter.
4. Candidates must go through the Head of School or the SC teacher sponsor to send any electronic communication.
5. No spamming the student body.

6. No forcing of information on the student body.
7. No bribing to gain votes. This includes food, candy, favors, or payment of any kind.
8. No Corruption. This means no dishonest or fraudulent conduct by those in power.
9. Students may only campaign for one position on the SC.
10. Candidates must be approved prior to starting their campaign.
11. Campaigns last for 5 days in the month of September. All candidates must start and end their campaigns at the same time.