

# Montgomery High School

## Senior Class By-Laws

### Article I: Name

Montgomery High School Senior Class Officers

### Article II: Mission Statement

**Section 1:** The primary purpose of the Senior Class Officers will be to represent the Senior class body of Montgomery High School.

**Section 2:** The Senior Class Officers will strive to develop and improve relationships between the students, the faculty, the administration, and the community.

**Section 3:** The Senior Class Officers will share in the development and promotion of all general activities of the school.

**Section 4:** The Senior Class Officers will work to develop and encourage leadership throughout the school.

**Section 5:** The Senior Class Officers will work towards the improvement of school spirit, pride and tone.

### Article III: Authority and Responsibility

**Section 1:** Only the Montgomery High School Administration and then the Class Advisors have the power to enforce consequences to questionable actions of students within the Senior Class.

- Section 2:** The consequences for misconduct will be administered only by the High School Administration or Class Advisors.
- Section 3:** Consequences may include: warning, a suggested punishment by the Administrators or Advisors, or dismissal from the position held.
- Section 4:** If misconduct is repeated, dismissal from Senior Class Office and loss of position may be a possibility.

#### **Article IV: Membership**

- Section 1:** The Senior Officers will be elected by the class. The newly elected officer may not run for a Student Council Officer position.
- Section 2:** The Senior class members will be the voting party of the Senior Class Officers.
- Section 3:** Election for officers will include voting by secret ballot.

#### **Article V: Senior Class Officers**

- Section 1:** The officers of the Senior Class will include President, Vice-President, Secretary, Treasurer, and Historian.
- Section 2:** If there is a tie in a voting matter, the Senior Class Advisors will cast the tie breaking vote.
- Section 3:** To be nominated for an office, a student must obtain the signatures of fifty Senior Class supporters and ten faculty members.
- Section 4:** The Officers must maintain good work habits. If problems exist, Advisors will monitor that officer and decide a proper action.

**Section 5:** In the case of a vacancy of any office the position will be filled by a qualifying Senior Class Officer. (The vacancy of the President shall be filled by the Vice-President.)

#### **Article VI: President**

**Section 1:** The President will preside over all meetings of the Senior Class.

**Section 2:** The President shall have the power to appoint committees when necessary.

**Section 3:** The President, along with the help of the other officers will prepare an agenda for each meeting.

**Section 4:** The President has the power to call special meetings with the consent of the Senior Class Advisors.

**Section 5:** The President, or appointed substitute, shall represent the Senior Class body in all official business out of school.

#### **Article VII: Vice President**

**Section 1:** In the absence of the President, or by request, the Vice President will assume the presidential duties.

**Section 2:** The Vice President is responsible to perform any duties assigned by the President.

**Section 3:** The Vice President shall accompany the Senior Class President at all school activities.

#### **Article VIII: Secretary**

- Section 1:** The Secretary shall keep records of all Senior Class meetings.
- Section 2:** The Secretary will keep a list of all Senior Class members.
- Section 3:** The Secretary shall be responsible for all incoming and outgoing information of the officers.
- Section 4:** The Secretary is responsible for preparing the Senior Class Officer meeting minutes and distributing to any interested parties.

#### **Article IX: Treasurer**

- Section 1:** The Treasurer will keep accurate accounts of the receipts and money issues of Student Council, with the help of the Senior Class Advisors.
- Section 2:** The Treasurer shall make expenditures only by order of the Senior Class Advisors.
- Section 3:** The Treasurer shall submit periodic reports on the financial status of the Senior Class to the Senior Class Advisors.
- Section 4:** The Treasurer will submit a written financial report to the Senior Class Advisors at the end of the year.
- Section 5:** The Treasurer will keep an accurate record of all Senior volunteers and the hours spent at an event.

#### **Article X: Historian**

- Section 1:** The Historian is required to attend all Senior Class fundraisers, activities, and events.

**Section 2:** The Historian is responsible for keeping a record of all Senior Class activities.

**Section 3:** The Historian will record descriptions of these events, along with positive and negative comments, in order to evaluate their effectiveness.

**Section 4:** The Historian will take photos and keep a scrapbook that includes newspaper clippings, printed programs, tickets, and other items relating to Senior Class events.

#### **Article XI: Meetings**

**Section 1:** Special Meetings may be called by the President with the permission of the Advisors.

**Section 2:** Public Records of all the meetings should be documented in preparation of request from interested parties.

**Section 3:** Officers are expected to attend 90% of the meetings. Exceptions may be made by the advisors.

#### **Article XII: Class Elections**

**Section 1:** Any student enrolled in the Senior Class at Montgomery High School shall be eligible to vote.

**Section 2:** All classes shall have their class officers elected at least 6 weeks prior to the end of the school year.

**Section 3:** Any student interested in becoming a class officer will follow this Procedure:

- a) choose an available position: President, Vice President, Secretary, Treasurer, and Historian.
- b) The student must have submitted to the Advisors a petition with 5 valid teacher signatures within the time period set by the Class Advisors.
- c) All students with a sufficient number of valid signatures will be asked to record a speech to be played on the morning announcements.
- d) The students will be placed on a ballot and will be elected into office for the next year by their class members.

### **Article XIII: Senior Class Fundraisers and Activities**

**Section 1:** The Senior Class Officers will organize all fundraisers to benefit the Senior Class.

**Section 2:** The Senior Class Officers will arrange the following mandatory Senior Class fundraisers throughout the school year:

- a.) Cookie Dough

**Section 3:** Other fundraisers will be determined by the Senior Class Officers from year to year.

# Senior Class Officers

## Code of Conduct

### Leadership Code Violations and Penalties

#### Group I Violations:

1. Use of possession of tobacco in any form
2. Use, possession, or being under the influence of alcohol
3. Actions, in or out of school, which would bring disfavor upon the school.
4. Actions, in or out of school, which would be deemed misdemeanors under the criminal code.
5. Hazing

#### Group I Penalties:

1. All decisions will be made by Advisors and Administration
  2. If a student were to violate Group I violations twice, then they must resign from Class Office.
  3. Officers will be removed from their officers.
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#### Group II Violations:

1. Use, possession or under the influence of any illegal or controlled substance (other than as physician prescribed) including marijuana.
2. Sale or distribution of any illegal or controlled substance including marijuana.
3. Actions, in or out of school, which would be deemed felonies under the criminal code.

#### Group II Penalties:

1. Dismissal from the duties of a Senior Class Officer

2. Unable to run for office the following school year.

**Contract for Senior Class Officer Positions:**

I, \_\_\_\_\_, having read the above constitution for the Senior Class Officers of Montgomery High School, do hereby solemnly promise to fill any and all of the duties of the office or position on the council to which I am elected or appointed. Further, I understand I am obligated and required to do the following:

1. Play an active role in all Senior Class sponsored activities as identified on the council's calendar of events by either being the chairperson, co-chair, and/or committee (or sub-committee) member of one or more of these events.
2. Support council sponsored events by attendance, participation, and communications with fellow Senior Class officers.
3. Support all Senior Class members by staying open to and encouraging new ideas.
4. Uphold all school and council rules and regulations and be a positive role model for all students.
5. Represent Montgomery High School and the Senior Class with pride.
6. Actively seek the opinions of and represent the wishes of the Senior Class body.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_



Parent Signature

Date