



Sharyland High School Senior Class Constitution & By Laws

ARTICLE I: NAME & PURPOSE

Section A: Name – The name of this organization shall be the Sharyland High School Senior Class.

Section B: Purpose – The purpose of this club shall be:

- 1. To represent the current senior class of Sharyland High School.*
- 2. To plan, promote, and foster activities for the current senior class of Sharyland High School.*
- 3. To foster and create a safe and welcoming campus culture and provide opportunities for students to be active participants in campus life.*
- 4. To strengthen existing traditions and establish new ones to continue promoting school spirit.*

ARTICLE II: MEMBERSHIP & DUES

Section A: Eligibility - Membership shall be open to all Sharyland High School students currently enrolled as seniors for the current school year without any requirement of dues.

ARTICLE III: OFFICERS

Section A: Officers – The officers shall be a President, Vice-President, Secretary, Public Relations, and Class Representatives.

Section B: Eligibility – Officers must be currently enrolled at Sharyland High School as seniors on a full-time class schedule. Additionally, officer candidates must review and complete the Sharyland High School Class Officer Election Packet and its requirements by the specified deadline to run for their respective office. Students who are currently not meeting the district's and UIL's "No Pass, No Play" policy, or who have lost credit due to absences, or while at Sharyland High School have had an Alternative Education Program (AEP) placement, shall be deemed ineligible for officer candidacy.

Officers are also expected to fulfill the duties of their office during their term, and such fulfillment of their duties shall be evaluated at the conclusion of each nine-week term to ensure duties are being fulfilled. If duties are not being fulfilled, the council of officers along with advisors, shall seek to instate a corrective plan of action with measurable metrics for improvement over the course of the following nine-week term.

Section C: Removal from Office - Officers found in violation of the "Removal from Office" Agreement, specified and signed in their Sharyland High School Class Officer Election Packet will be removed from office as outlined in the agreement.

In addition, if an Officer is currently serving their term and receives an Alternative Education Program (AEP) placement, their removal from office shall be deemed immediately effective once the AEP placement is made and shall remain effective for the remainder of their term with the vacancy filled in occurrence to Article III, Section F.

Section D: Election – The officers shall be elected by paper or electronic ballot through an independently operated election at the conclusion of the previous or the start of the current school year by a majority of the vote cast for that office.

Section E: Term – The officers shall serve for one year and their term of office shall begin at the commencement of the final school day of that school year and serve until the final school day of the following school year.

Section F: Vacancy – If a vacancy occurs in the office of President, the Vice-President shall assume the office for the remainder of the term and vacancies in any other office shall be filled by nomination and vote of the council of officers.

ARTICLE IV: DUTIES OF OFFICERS

Section A: President – it shall be the duty of the President to:

- Preside at meetings
- Vote only in case of a tie
- Represent the class and promote and attend class-related events
- Appoint committee chairpersons subject to the approval of the Executive Committee
- Serve as an ex-officio member of all committees except the nominating committee
- Perform such other duties as ordinarily pertain to this office
- Represent the organization as a member of Student Council

Section B: Vice-President – It shall be the duty of the Vice-President to:

- Preside in the absence of the President
- Serve as chairperson of the Program Committee
- Represent the class and promote and attend class-related events

Section C: Secretary – It shall be the duty of the Secretary to:

- Record the minutes of all meetings
- Keep a file of the club's records
- Issue notices of meetings and conduct the general correspondence of the club
- Represent the class and promote and attend class-related events

Section D: Public Relations – It shall be the duty of the Public Relations to:

- Promote the Senior Class and its related events through social media and publications
- Document Senior Class events with photographs and video

- Work with Yearbook Editors to chronicle the events of the Senior Class

Section E: Class Representatives – It shall be the duty of the Class Representative to:

- Attend and represent the class at all Student Council Meetings
- Provide a report to the council of officers of topics discussed at Student Council Meetings
- Represent the class and promote and attend class-related events

ARTICLE V: MEETINGS

Section A: Officer Meetings – Meetings shall be held monthly during the regular school year, or called as needed in either an in-person or virtual format as appropriate.

Section B: General Meeting – General meetings may be called by the President with the approval of the Executive Committee.

Section C: Quorum – A quorum shall consist of two-thirds of the council of officers.

Section D: Parliamentary Authority – Robert's Rules of Orders, shall govern this club in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

ARTICLE VI: COUNCIL OF OFFICERS

Section A: Responsibility – Management of this organization shall be vested in a Council of Officers responsible to the entire membership to uphold these bylaws.

Section B: Membership – This council shall consist of the officers as listed in Article III and the faculty advisor(s).

Section C: Meetings – This council shall meet as listed in Article V to organize and plan future activities.

ARTICLE VII: ADVISOR

Section A: Selection – There shall be a faculty/staff advisor(s) who shall serve to assist and supervise the organization.

Section B: Duties – The responsibilities of the faculty advisor(s) shall be to:

- Maintain an awareness of the activities and programs sponsored by the organization.
- Meet on a regular basis with the leader of the organization to discuss upcoming meetings, long range plans, goals, and problems of the club.
- Attend regular meetings, council of officers meetings as often as the schedule allows.
- Assist in the orientation of new officers.
- Explain and clarify campus policy and procedures that apply to the organization.
- Provide direction in the area of parliamentary procedure, meeting facilitation, group-building, goal setting, and program planning.
- Assist in monitoring expenditures, fundraising activities, and corporate sponsorship to maintain an accurate and up-to-date account ledger.

- Inform class members of those factors that constitute unacceptable behavior on the part of the class members, and the possible consequence of said behaviors.

ARTICLE VIII: COMMITTEES

Section A: Special Committees – The President shall have the authority to appoint any special committees, with the approval of the Executive Committee, from time to time as needed.

ARTICLE IX: AMENDMENTS

Section A: Selection – These by laws may be amended by a two-thirds (2/3) majority vote of the Council of Officers.

Section B: Notice – All members shall receive advance notice of the proposed amendment at least five days before the meeting.