

Constitution and Bylaws

ARTICLE I: NAME

Section A: Name -- The name of this club is Next Generation STEM and may be referred to as NextGenSTEM.

ARTICLE II: PURPOSE

Section A: Purpose -- The purpose of this club will center on the following:

1. To inform and educate elementary and middle schoolers about STEM and related opportunities.
2. Initiate interest and development in STEM through interactive activities conducted by Next Generation STEM. Presentations may be held by members, in addition to minor projects conducted with the younger students on a regular basis.
3. Aid elementary and middle school students in their preparation for competitions (ie. Science Olympiad, Science Bee, Science Bowl) and/or presentations (ie. Science Fair, STEM nights) pertaining to STEM.
4. Collaborate with school administrators to organize events that will allow for the sharing and presentation of ideas, projects, research, and careers in STEM fields.
5. Strengthen the confidence of students in themselves and their potential in STEM.
6. Assist students in the establishment of occupational goals.

ARTICLE III: MEETINGS

Section A: Meetings -- Regular meetings shall be held on a monthly basis in the classroom of Ms. Lauren Sharp during lunch throughout the regular school year. If there is such a time where an emergency meeting is of utmost necessity, the Co-Presidents can call for a meeting after school. With the permission of the faculty advisor, these meetings may be held in the faculty advisor's classroom. Meetings must be held in the presence of at least one member of the executive board. In the case that no members of the executive board are able to attend, the meeting will either be postponed to a later date or a designated club member will assume the temporary role of representing the executive board.

Section B: Special Meetings -- Special meetings may be called only by the Co-Presidents or faculty advisor and will be comprised of the executive board. The purpose of these special meetings must pertain to the club itself and should not be meant to purposely exclude any club members from club proceedings, in a logical manner. In the case that another club

member wishes to hold a special meeting, the focus and purpose of the meeting must be approved by the Co-Presidents.

ARTICLE IV: MEMBERSHIP

Section A: Eligibility -- In order for students to participate in the aforementioned club, take an active part in any planned activities organized by members of the club, or represent the club in any event, they must first submit an application expressing interest and commitment to the club itself. After being approved, students may be considered official members of the club; a list of members should be kept by the club vice president, to the best of his or her ability.

Section B: Maintenance of Membership -- Active members shall be high school students who understand the purpose of NextGenSTEM, demonstrate willingness to contribute to good school-community relations, and possess qualities to succeed in a professional setting. Members will be required to maintain a minimum of a C average in each of their classes for the semester. Those who are unable to meet this requirement will receive a written warning from the executive board and be put on probation for the next two weeks, beginning from the date the written warning is issued. During that time period, club officers, under the guidance of a designated faculty advisor, are required to look into the specific circumstances of the student and determine whether or not to allow the student to remain in the club. Co-presidents of the club reserve the right to put a club member on probation in the event of a major school infraction, as defined according to Green Hope High School and Wake County regulations, committed by the student. Student club members are also required to maintain regular attendance at club meetings and events. Failure to notify officers or the faculty advisor of two or more absences from pre planned meetings or scheduled events (for which the student has signed up) will result in the student being placed on probation and receiving a written notification that this is the case.

ARTICLE V: DUES

Section A: Dues -- Dues are to be \$0 per year. NextGenSTEM is not directly affiliated with any organization that will require dues in order to participate in the club. Any cost accumulated as a result of travel, supplies, or any other club-related item will not be the responsibility of the club itself and should be taken care of by the member.

ARTICLE VI: OFFICERS AND DUTIES

Section A: Officers -- The officers shall consist of a President/two Co-Presidents, a Media Coordinator, and a Vice President (formerly the vice president).

Section B: Duties of the Faculty Advisor – **The responsibilities of the faculty advisor include the following:**

Maintain an awareness of the activities and programs sponsored by the student club.

Meet on a regular basis with the leaders of the student club to discuss upcoming meetings, long range plans, goals, and problems of the club.

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

Section C: Duties of the President/Co-Presidents -- **The responsibilities of the President/Co-Presidents include, but are not limited to, the following:**

Preside over all club-organized meetings; they will be exempt from attending a meeting only for emergencies or events of higher priority.

Vote only in the event of a tie.

Represent the club in locations where club activities take place.

Administer all emails that pertain to interschool affairs.

Fill out major forms pertaining to club projects, activities, and participation in events.

Maintaining regular correspondence with the faculty advisor and any administration or adults involved in activities outside of the regular meetings.

Investigate and decide for specific cases of members put on probation, as defined in the articles above.

Make decisions solely for the welfare of the club, which may be done without the approval of the entirety of the executive board.

Although members are permitted to suggest personal club project ideas, Co-Presidents are tasked with putting together a reasonable number of projects for members to partake in.

Organizing the framework of club activities and meetings. Initiation of these activities will also be delegated to the Co-Presidents.

Approving any feasible ideas that work for the benefit of the club. Co-Presidents have the ability to prevent the moving on of an idea with a reasonable explanation and a written recommendation for methods of improvement.

Organizing and supervising elections for the next traditional school year such that the elections are just and fair. They will not, however, be permitted to override election results without the approval of the faculty advisor.

In the case that no club member desires to run for the position of Vice President, co-presidents from the prior year are permitted to request and contact a certain, eligible member.

Keeping club members updated of major changes or opportunities taking place.

Section D: Duties of the Vice President -- The responsibilities of the Vice President include, but are not limited to, the following:

Preside in both regular and special meetings.

Record the minutes of all meetings and turn in the proper documents to the Green Hope High School supervising administrator in a timely manner.

Keep a file of the club's records.

Maintain a current roster of membership.

Issue notices of meetings and conduct the general correspondence of the club.

Section E: Duties of the Media Coordinator -- The responsibilities of the Media Coordinator include, but are not limited to, the following:

Preside in both regular and special meetings, if possible. Attendance in special meetings is not mandatory for the media coordinator unless the focus of the meeting will affect any of his or her duties, listed below.

Develop and maintain NextGenSTEM's social media presence. Improper usage of social media by the Media Coordinator will result in the Media Coordinator's prompt removal from this position.

Design and update NextGenSTEM's website.

Promote clubs events through multiple mediums. Note that the work done by the Media Coordinator, including the club's website design, layout, and text, must be of good quality and be representative of the club's values.

Increase awareness of this club and recruit new members.

Deliver regular email or Remind updates to members.

ARTICLE VII: ELECTIONS

Section A: Student Qualifications -- Students who desire to run for a position on the executive board needs to have been an active member of the club for at least one academic

year (this criteria should be excluded for the elections taking place during the first year of club formation), maintain a letter grade “B” in all academic/honors STEM courses, hold a clean record with no history of major school infractions, and express dedication to the club. Club members who previously ran for a spot, no matter whether or not their run for the position was successful, are permitted to run for the position again. In order to participate in the election process, students must notify the previous semester’s executive board members in a timely manner of their desire to run for any such position. Steps for an application and interview, in accordance with the regulations and customs of the club, will then be applied.

Potential Media Coordinator candidates must demonstrate some knowledge of website design and communication skills. This will be verified during the interview with the Executive Board.

Section B: Procedure for Electing Officers -- At the second official meeting of the club, an election will be held to fill in the position of the vice president. Any member who expresses interest in running for the position of club vice president must submit an application before an appointed deadline and be interviewed by the Executive Board. Once potential candidates are approved, they will be invited to give a speech to the other members of the club. The members will then vote for a vice president, and the candidate with the most votes will be elected as vice president. In the event of a tie, the power to choose the vice president lies in the hands of the Executive Board. On the other hand, in the event that no club member desires to run for vice president, the Executive board is given the ability to select and contact potential members for this position.

Elections for the Media Coordinator will be held in the same manner as the vice president.

In the first four years after the formation of this club, particularly while the club is at its elementary stages, there will be no elections for new co-presidents unless a vacancy occurs. Should a vacancy occur in the office of co-president, the vice president at the time shall take the role of the co-president and a special election shall be held to fill in the position of the vice president. The media coordinator’s position remains independent of this shift. Should the position of media coordinator become vacant for any reason, the executive board is tasked with either holding a mid-year election for this specific position or choosing a qualified member of the club to temporarily fill the position.

Preceding co-presidents are invited to be mentors of later executive board members. Four years after the establishment of this club, elections will be held to decide the co-presidents in the same manner as the elections which were held to elect the vice president.

In any case involving the need for new officers in the executive board, candidates to fill those positions must be identified, interviewed, and approved before election procedures may continue. It is requested that an executive board seat does not remain empty for more than the

duration of a month during the school year, beginning from the time the prior executive board member stepped down.

Section C: Self-Promotion and Other Notes on Elections -- When running for a position, students or any affiliated students are not, under any circumstances, permitted to provide items of any value in efforts to influence the outcome of club elections. When such actions are identified and discovered, they must be immediately reported to both the faculty advisor and executive board. The student will then be put on probation and be barred from ever running for an executive board position while the other executive board members, under the guidance of the faculty advisor, investigate the case. However, students who choose to run for positions are permitted to supply their own posters, pamphlets, or other written media, provided that the media is appropriate under the circumstances and approved by both the executive board and Green Hope High School supervising administrator prior to their distribution.

ARTICLE VIII: PROPOSED ACTIVITIES, PROJECTS AND COMMUNITY SERVICE

Section A: Activities -- Activities may be proposed by any member of the club. Prior to the execution of any activity, members must receive approval from both the school administration and executive board. Proposed activities may include, but are not limited to, coding workshops, science fairs, and coordinating outreach opportunities for STEM. If possible, additional coordination and communication may be conducted between members of the club and administration of other schools to set up academic coaching/mentoring sessions.

Section B: Activity Proposal Procedure -- Club members are tasked with filling out the necessary forms required by Green Hope High School (and any other organization involved) for the initiation of club activities. The proposal must be submitted in a timely manner. Executive Board members must be alerted of the proposal at least two weeks prior to the planned activity date, and the proposal must be reviewed and approved beforehand by either the faculty advisor or an Executive Board member. A complete as possible picture of the sequence of events and goals leading up to the activity must be laid out prior to the turning in of the proposal; once a proposal is submitted, the activity must move forward on the designated date (unless it is reliant on weather or cancelled for an unforeseen reason). Students assigned to leading the activity are tasked with seeing it as close to completion as possible; repetitive failure to do so may result in the student(s) being put on probation for club membership.

ARTICLE IX: AMENDMENTS

Section A: Selection -- These bylaws may be amended by a two-thirds (2/3) majority vote of the club membership or a unanimous vote by the executive board.

Section B: Notice -- All members will receive a notice in advance of the meeting regarding the proposed amendment at least four days prior to the assigned date.