

The Constitution of the University High School Junior Classical League

Ratified the 4th Day of May, MMXVIII

Preamble

We, the members of the University High School Junior Classical League, in order to promote a spirit of cooperation, establish a foundation for order, engender concordance among members, and strive for the furtherance of classical education, do hereby establish this Constitution for the University High School Junior Classical League.

Article I: Name and Affiliation

The name of this organization shall be the University High School Junior Classical League, and it shall be subject to the administration of University High School. The organization shall be a chapter of both the California Junior Classical League and National Junior Classical League.

Article II: Purpose

The purpose of this organization shall be to promote a thorough and well-founded interest in the classics and a pursuit of greater knowledge thereof, both among its membership and to the public at large. The organization shall also strive to develop a common commitment to the study of the literature, language, and culture of classical civilizations and to model a spirit of fellowship among students of the classics. It shall facilitate the registration of its members as members in good standing of the California and National Junior Classical Leagues, and seek an active role in both as an influential chapter.

Article III: Parliamentary Procedure

Robert's Rules of Order, Newly Revised, shall be the accepted parliamentary authority of the University High School Junior Classical League, under which the official business of this organization shall be conducted, excepting cases in which the procedures of this Constitution or its By-Laws contradict the established rules, as interpreted by the Executive Board.

Article IV: Membership

Section 1: The Form of Membership

- A. To be eligible for membership in the University High School Junior Classical League, a probationary or prospective member must be a student at University High School, who shall be or have been enrolled in a classical language course, and to be member at large at a school that does not have a JCL, take part in the after school 6th-8th grade class taught University High School, or have otherwise been granted exemption by the sponsors or the Executive Board.

- B. Voting members shall be those members who, having met the aforementioned qualifications, are registered as members of the organization in a manner to be prescribed by the Executive Board.
 - 1. To be designated as a voting member one must be enrolled in or have been enrolled in a classical language course.
- C. An individual who has discontinued their status as a student at University High School may retain membership until their original graduation year, provided that they duly register as a member-at-large of the California Junior Classical League in affiliation with this chapter, and are not affiliated with any other chapter.

Section 2: Good Standing

- A. Members in good standing shall be designated by the sponsors upon the proper payment of individual dues to the California and National Junior Classical Leagues and good standing shall be conditional upon a member's conformity with expectations of conduct.
- B. No member shall seek an office of the University High School Junior Classical League, nor any office of the California and National Junior Classical Leagues, who is not a member in good standing.

Section 3: Sponsor(s)

The organization shall retain at least one sponsor, who shall meet the qualifications of sponsors, pursuant to Article IV, Section 4 of the Constitution of the California Junior Classical League. Any sponsor shall further be a classics teacher at University High School and a member of the American Classical League.

Article V: Officers

Section 1: Offices

- A. The Elected Offices of the University High School Junior Classical League shall consist of two consuls, a Parliamentarian, a Secretary, two Publicity Chairs, and two Acta Diurnae.
- B. The Appointed Offices of the University High School Junior Classical League shall consist of Treasurer(s), Historians, Academic Commissioners, Activities Commissioners, Artistic Commissioners, Technology Commissioner(s), Artifex, and Quīaggreditor.
- C. The Special Offices of the University High School Junior Classical League shall consist of the Censor, Proconsul(s), Tribunes, and all officers of the California and National Junior Classical Leagues who are concurrent members of this organization.
- D. The Executive Board shall have full discretion over which appointed offices are filled in a given year, as reasonably deriving from circumstance.

Section 2: Qualifications for Office

Each officer or officer candidate of the University High School Junior Classical League shall be an individual member in good standing of the organization who shall be enrolled in a classical

language course for his/her entire term of office, obtains the approval of the sponsor(s), and shall hold no concurrent office within the organization.

Section 3: The Election of Officers

- A. Each candidate shall seek a single office in a given year's election.
- B. For offices to be held concurrently by two individual members, candidates may seek office as concurrent candidates.
 - 1. All ballots for this organization's elections shall be constructed without regard to concurrent candidacies.
- C. A day shall be appointed by the consuls for the election of officers, on which all voting members of the organization shall be eligible to cast a ballot.
 - 1. The Executive Board of the year in which the election shall be conducted shall name to the ballot, in their regular voting procedure, all candidates and amendment propositions.
 - 2. Eligible ballots shall be valid that are cast within the period of a member's classics class, after the viewing of all candidate videos and statements.
 - 3. No ballot shall be valid, nor any ballot cast, by proxy on the day of the election; nor shall any ballot be valid that is suspected by the sponsor(s) or consuls of the election year to not represent the will of a voting member.
- D. Officers shall be elected by secret ballot in the classics classes at University High School. A significant plurality of the votes cast shall be attained for election, the numerical value of which shall be determined by the sponsor(s).
 - 1. If a candidate does not attain a significant plurality of the votes cast, a runoff shall be conducted, wherein a candidate must attain a greater plurality or majority, to be ascertained by the sponsor(s) and consuls.

Section 4: The Appointment of Officers

- A. The newly elected Executive Board shall convene interviews duly following their election in order to select the appointed officers, of which records shall be maintained.
- B. The Proconsul shall be designated by the sponsors, having met the qualification of previous service as consul of University High School Junior Classical League, and shall, upon their designation, be impaneled along with the newly elected officers for interviews.
- C. The Censor shall be appointed by the Executive Board prior to the commencement of interviews, and shall then be impaneled along with the newly elected officers.
- D. The two Treasurers shall be selected first, whereupon they shall be impaneled along with the Executive Board for the interviews of the remaining candidates.
- E. Tribunes shall be elected by their classics class. Such elections shall be presided over by the sponsor(s), who shall determine the election procedures.

Section 5: Officer Duties

All officers shall attend the weekly board meetings, unless excused by the consuls or sponsor(s), wherein they shall deliver an officer report. Officers shall further attend all of the events of the Junior Classical League and serve as models of classical excellence.

A. Elected Officers:

1. The Consuls' duties shall be to:
 - a. Serve as Co-Presidents of the organization
 - b. Facilitate administration and registration
 - c. Chair interviews for Appointed and Special Offices
 - d. Preside at Meetings of the Board
 - e. Lead the delegation of the chapter to the events of the California Junior Classical League
2. The Parliamentarian's duties shall be to:
 - a. Advise the consuls on Parliamentary Procedure
 - b. Regularly review the Constitution to ensure it remains responsive to the evolving needs and structure of the organization
 - c. Conduct the annual election process at the end of the Board's term and act as an authority on electoral procedure
 - d. Organize chapter and individual registration for the California and National Junior Classical Leagues
 - e. Assume the duties of the Secretary upon absence or vacancy
3. The Secretary's duties shall be to:
 - a. Maintain a roster of all members of the organization
 - b. Keep detailed records and minutes of the proceedings of the Board and the activities of the organization
 - c. Record the manner and results of motions and votes of the Board
 - d. Maintain correspondence with school authorities regarding the minutes and procedures of the organization
 - e. Make available copies of the minutes to the members and sponsor(s)
 - f. Track attendance at meetings of the Board
4. The Publicity Chairs' duties shall be to:
 - a. Manage the public posture and image of the organization
 - b. Create posters and graphics to publicize upcoming events
 - c. Publicize the organization through recruitment
5. The Acta Diurnae's duties shall be to:
 - a. Be responsible for the regular publication of the Acta Diurna
 - b. Promote the publication to the members and enter it into state and national competitions.

B. Appointed Officers:

1. The Treasurers' duties shall be to:
 - a. Maintain and manage the financial records of the organization
 - b. Present a Treasury report at each weekly board meeting
 - c. Correspond with administration and other officials to maintain the financial and physical integrity of the organization

- d. Ensure that estimated budget values conform as best as possible to actual budget values
- 2. The Historians' duties shall be to:
 - a. Be present at all events to take pictures and document them
 - b. Create a scrapbook of the year's events, as well as supporting materials
 - c. Take the annual Board and Classics class pictures
- 3. The duties of the Activities Commissioners shall be to:
 - a. Coordinate Board and organization-wide bondings
 - b. Organize and lead the spirit set at the California Junior Classical League Convention annually
 - c. Organize community service opportunities and other activities
- 4. The duties of the Academic Commissioners shall be to:
 - a. Organize and train Certamen teams to compete statewide
 - b. To write, compile, and share academic questions for Certamen, CJCL testing, and other academic tests and events
 - c. Be present within classics classrooms from time to time to support those who seek tutoring or assistance
 - d. Promote classical knowledge among the members
- 5. The duties of the Artistic Commissioners shall be to:
 - a. Create banners, posters, and artistic creations for the organizations
 - b. Assist in the creation of the organization t-shirt and other items
- 6. The duties of the Technology Commissioner(s) shall be to:
 - a. Manage the online presence of the organization
 - b. Assist the Parliamentarian in conducting elections by compiling materials
- 7. The duties of the Artifex shall be to:
 - a. To daily select a Latin word to be displayed in the classics classrooms for the general education and interest of the members
- 8. The duties of the Quāggregator shall be to:
 - a. Contact lawmakers, newspapers, the Nuntius, other local schools, TORCH US, and NJCL to promote Classics Education and this JCL where appropriate
 - b. Coordinate with Publicity on the Publicity Contest and submit to CAJCL and NJCL contests
 - c. Help any student interested in becoming a member at large in IUSD learn Latin I level grammar, mythology, and Roman culture

C. Special Officers:

- 1. The duties of the Censor shall be to:
 - a. Advise the consuls on business and facilitate communication with the sponsor(s) on organization business
 - b. Serve as consul pro tempore should neither attend a meeting
- 2. The duties of the Tribunes shall be to:
 - a. Relay information on the business of the Board, upcoming events, and general proceedings, to their respective classics classes

- b. To represent the concerns and attitudes of their classmates to the Board
- 3. The duties of the Proconsul(s) shall be to:
 - a. Advise the consuls on their consular duties and provide guidance thereto
 - b. Serve in conjunction with the Censor as consul pro tempore should neither consul attend a meeting
- 4. The duties of the California and National Officers shall be to:
 - a. To apprise the board of information regarding the proceedings and developments of the California and National Junior Classical Leagues
 - b. To act as advisors on the procedures of the organization.

Section 6: Term of Office

The term of office for each officer of the University High School Junior Classical League shall run from their inauguration at the banquet of their election or appointment year, to the inauguration of the succeeding board at the next year's banquet.

Section 7: Removal from Office

- A. Officers who, in the course of their term, shall have been found to possess an articulable neglect for the duties of their office as herein prescribed, or to harbor a conscious disregard for the well-being of the organization, or who exhibit, in the judgement of the sponsor(s), conduct unbecoming an officer of the University High School Junior Classical League, shall be subjected to removal proceedings.
- B. Petitions for Impeachment shall be submitted to the sponsor(s), describing particularly the officer's conduct and justification for removal.
- C. The Executive Board shall promptly review any Petition for Impeachment in an Emergency Meeting and vote on the removal of the officer named from the Board.
 - 1. In all votes concerning the impeachment of officers, a two-thirds supermajority of the Executive Board shall be necessary for removal.

Section 8: Vacancy

Should a vacancy occur among the officers, the Executive Board shall open the position to the Voting Members and duly appoint one in good standing to serve the remainder of the term.

Article VI: Governance

Section 1: The Executive Board

- A. The Executive Board shall consist of the Elected Officers of the University High School Junior Classical League, along with the Censor, Proconsul(s), Treasurers, and any member officers of the California or National Junior Classical Leagues.
- B. All business regarding the maintenance of governance, particularly appointment and removal from office, shall be the purview of the Executive Board.
- C. The Consuls shall chair the Executive Board, which shall meet when deemed proper or constitutionally necessary.

Section 2: The General Board

- A. The General Board, herein and afore referred to as “the Board,” shall consist of all officers of the University High School Junior Classical League.
- B. The Consuls shall chair the General Board, which shall meet at an appointed time each week for the transaction of business.
- C. Those matters not designated as business of the Executive Board or the sponsor(s) shall be the purview and concern of the General Board.

Section 3: Procedure

- A. For the transaction of all business of the Board, a quorum of the members shall be necessary. Said quorum shall constitute a two-thirds majority of the members at meetings of the General Board.
 - 1. No appointment shall be made, nor impeachment adjudicated, when the entirety of the Executive Board is not consulted where reasonable, nor when a preponderance of the members are not physically present.
- B. A simple majority of the Board members present shall be necessary for the approval and transaction of business, both financial and organizational in nature.

Article VII: Ratification and Amendment

Section 1: Ratification

- A. This Constitution shall be deemed ratified by the members of the University High School Junior Classical League when it is approved by two-thirds of the Voting members.
- B. The vote to ratify this Constitution shall be conducted within the previously established system of election and amendment.

Section 2: Emendation

- A. Amendments shall be proposed to this Constitution by the members, and shall be submitted to the Parliamentarian prior to the election of officers.
- B. Copies of the proposed amendments shall be made available to the Voting Members prior to the election for review.
- C. Amendment propositions shall be voted on during the Officer Elections, and shall attain the approval of two-thirds of the ballots cast to be adopted.

Section 3: Ad Hoc Provisions

- A. In the course of temporary circumstance, additions may be made to this Constitution in the form of ad hoc provisions, which shall possess full Constitutional authority for their term of effect, to be set by the Executive Board.

- B. No ad hoc provision shall be adopted which shall be in effect for more than one year, nor shall any such provision alter the selection and removal of officers or the amendment process in any form.
- C. Ad hoc provisions shall be adopted by a two-thirds supermajority of the General Board.

Section 4: Constitutional Review

- A. In the third year from the ratification of this Constitution, and in each successive third year, a Constitutional Review shall be conducted to appraise the applicability of the document's provisions to the organization as then evolved.
 - 1. The review shall be undertaken by the Parliamentarian of the review year.
- B. If the Parliamentarian, during the Constitutional Review, determines that significant revisions to the Constitution are necessary, a vote shall occur to approve all revisions, which shall occur in place of, yet in the same manner as, a vote to approve amendments.

Article VIII: Bylaws

Section 1: Finances

- A. The fiscal year of this organization shall run through the academic year, commencing with the commencement of classics classes.
- B. Member dues shall be determined by the Executive Board at the beginning of its term.
- C. Expenditures under \$50 in value may be made with the approval of the Sponsor(s) and/or the Treasurers. Expenditures over \$50 in value shall require the approval of the Board, for which a simple majority shall be necessary.
- D. Any member of the University High School Junior Classical League who is in need of financial assistance to attend events of the California Junior Classical League shall receive assistance, the form and manner of which shall be determined by the Sponsor(s).

Section 2: Events

The events of the University High School Junior Classical League shall consist of Journey to the Underworld, CAJCL SCRAM, CAJCL Convention, the Banquet, and the NJCL Convention along with all bondings and activities deemed appropriate by the Activities Commissioners.

Section 3: Publication

A publication, under the name of *Acta Diurna*, shall be regularly published by the University High School Junior Classical League in order to chronicle the endeavors of the organization.

Section 4: Winter Formal

The University High School Junior Classical League shall annually host Winter Formal. The consuls shall, along with their constitutionally prescribed duties, coordinate with the sponsor(s) to organize Winter Formal and to create an effectual campaign of publicity for the event.

Section 5: Emendation

Amendments shall be proposed to these Bylaws by the members, and shall be submitted to the Parliamentarian prior to officer elections. A simple majority of the ballots cast shall be necessary for the adoption of such amendments.