

# **The Anthony School Student Council**

The Anthony School Student Council is a service organization, which provides opportunities for members to develop leadership skills as they organize service projects for the school and the community and coordinate social activities to promote school spirit. The council works through committees made up of representatives and other students who are interested in particular projects or activities. The council also provides for an exchange of ideas among the faculty and the student body.

The Executive Committee of the Anthony School Student Council is composed of the elected officers of the student body. These officers include the president, vice president, recording secretary, corresponding secretary and two lower school liaisons. Elections are held in the fall with speeches and a rally before hand. Candidates must have an 80% average in all classes and good citizenship. They must also complete an "intent to run for office" form.

Projects and activities sponsored by the Student Council include the following: school dances, Homecoming, and a Thanksgiving food drive.

**BY-LAWS  
Of  
The Anthony School  
Student Council**

We, the students, faculty and administration of The Anthony School, in order to promote a more cooperative spirit in our school, to provide a way for associating ourselves in worthwhile process and to encourage participation in all school events and activities, hereby adopt these By-Laws for our student government:

**Article I**

The name of organization shall be The Anthony School Student Council.

**Article II**

The purpose of this organization shall be to provide a means for student participation in school government and to promote the student activities of the school.

**Article III**

All actively enrolled students in grades three through eight of The Anthony School shall be considered members of the student government. The duly elected officers and members at large are considered members of The Anthony School Student Council.

**Article IV**

The officers of the organization are the president, vice president, recording secretary, corresponding secretary and elementary school liaisons.

Section 1: Qualifications

Student Council officers shall have excellent current and past records in attendance, scholarship and character. Specific qualifications to run for and hold office are as follows:

1. The students shall have and maintain an 80% grade average in all subjects.

2. The students shall have and maintain outstanding leadership, character and behavior standards.
3. The president and vice president shall be in eighth grade when elected.
4. The recording secretary and corresponding secretary shall be in seventh grade when elected.
5. The elementary liaisons shall be in sixth grade when elected.
6. Each candidate shall file for office by registering with the Student Council sponsor by completing an "intent to run for office" form.
7. Any student who has been asked to leave Student Council for any reason will be ineligible to run for office the following year.
8. Each candidate will file a statement that he/she has read these By-Laws and agrees to uphold them.

#### Section 2: Election.

Elections for Student Council officers will be held in the first week of September. All members of The Anthony School student government (grades three through eight) shall be eligible to vote. The administration and faculty sponsor(s) will manage the election. Voting will be on-line using Survey Monkey; no write-ins of candidate names will be allowed. Votes will be tabulated by Survey Monkey, and confirmed by the sponsors and administration. The election will be by simple majority of votes cast. A run-off election between final candidates will be held when necessary. Any run-off elections will be done on paper ballots. In the event of an absence, no student may vote early. In the event a student arrives after their class has cast their votes, no student may vote after that time. In the event of a run off a student who missed the first round of voting is still eligible to vote in the run-off.

#### Section 3: Terms of Office.

The term of office shall be one school year.

#### Section 4: Duties of Officers.

All officers are expected to attend meetings and events sponsored by Student Council unless excused by the sponsor(s). If an officer has two unexcused absences from sponsored events, or receives a discipline referral, the officer in question will be brought before the sponsor(s) and an administrator to inform the student they are being placed on a probationary status, as well as to determine if they may be removed from office.

1. The duties of the president are as attached.
2. The duties of the vice president are as attached.
3. The duties of the recording secretary are as attached.
4. The duties of the corresponding secretary are as attached.
5. The duties of the elementary liaisons are as attached.
6. The duties of the members at large are as attached.

#### Section 5: Installation.

Newly elected officers of The Anthony School Student Council shall be installed at a formal inauguration school assembly within one week following the election.

#### Section 6: Removal from Office.

An officer can be removed from office for: failing to maintain an 80% average in any subject area, failing to maintain behavioral standards for officers, failing to attend meetings, and/or failing to discharge the duties of office.

Any negative social media post about the school, a member of the student body, or any school employee, or liking of a negative social media post about the school a member of the student body, or any school employee, will result in automatically being removed from office or the council. The role of all officers and members at large is to represent the school in a positive manner at all times by participating in any negative social media behavior the officer/member in question will be in direct violation of this duty.

In the event that both President and Vice President are removed from office due to not meeting the grade or behavior standards listed in the TAS Student Council By Laws, the runner up for both offices will fulfill the position for which they ran if they remain as a member at large.

## **Article V. Meetings**

The TAS Student Council will meet the first Wednesday of every month from 12:30-1:00 in Mrs. Jackson's classroom. Any special meeting with the officers will be communicated as needed.

## **Article VI Amendments**

### Section 1. Procedure

A proposed amendment to the By-Laws of The Anthony School Student Council must be presented in writing at a Student Council meeting and recommended by an affirmative vote of at least two-thirds of the members of the Student Council. The proposed amendment must then be presented for administrative approval.

### Section 2. Ratification

With administration approval, an amendment must be accepted by a two-thirds vote of The Anthony School Student Council before going into effect.

## **Anthony School Student Council Description of Duties President (8<sup>th</sup> grade)**

- Attend all student council meetings and functions
- Attend any school sponsored events as requested by the sponsors
- Preside at student council meetings and assemblies of the student body when required
- Speak publicly in assemblies of the student body
- Speak publicly to the Anthony School Parentcrew when necessary
- Be available to the other council officers, representatives, and sponsor(s) upon request
- Visit classrooms, teachers, and administrators as needed for public relations purposes
- Conduct any and all business upon request of council sponsor(s)
- Call non-scheduled special meetings of student council when necessary
- Vote in student council meetings in the event of a tie
- Establish and dismiss special committees with approval of the council
- Support all student council officers in the fulfillment of their duties and activities
- Assist student council sponsor(s) in all council business
- Follow through with requests made of you and any jobs given to you by the sponsor(s)
- Purchase a TAS t-shirt or collared shirt to wear as necessary

### **Procedure for dismissal:**

During the council year, any officer receiving a discipline referral or detention hall for any reason will be asked to appear before the sponsor(s) and administration. This meeting will NOT be a time for this student to present an argument for or a defense of previous actions or behavior. The sponsor will inform the officer that a second discipline referral or another detention hall will result in removal from office.

An officer can be removed from office for: failing to maintain an 80% average in any subject area, failing to maintain behavioral standards for officers, failing to attend meetings, and/or failing to discharge the duties of office. Any negative social media post about the school, a member of the student body, or any school employee, or liking of a negative social media post about the school a member of the student body, or any school employee, will result in automatically being removed from office or the council. The role of all officers and members at large is to represent the school in a positive manner at all times by participating in any negative social media behavior the officer/member in question will be in direct violation of this duty.

If the President does not meet the grade or behavior standards listed in the TAS Student Council By Laws and is removed from office, the Vice President will assume the duties of that office.

## **Vice President (8<sup>th</sup> grade)**

- Attend all student council meetings and functions
- Attend any school sponsored events as requested by the sponsors
- Preside at student council meetings in the absence of the president
- Perform the duties of the president in his/her absence
- Be prepared always to speak to the student body or direct council meetings at the last minute
- Support and assist the president in all ways as requested
- Assist the sponsor(s) with counting/collecting of money at any student council function
- Support all student council officers in the fulfillment of their duties and activities
- Assist student council sponsor(s) in all council business
- Follow through with requests made of you and any jobs given to you by the sponsor(s)
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**In the event an 8th grader does not run for Vice President, a 7th grader will be allowed to run for this office.**

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## **Recording Secretary (7<sup>th</sup> Grade)**

- Attend all student council meetings and functions
- Attend any school sponsored events as requested by the sponsors
- Keep accurate written records of members and names of guests who attend any council meetings
- Record minutes of each student council meeting
- Submit formally typed minutes to council sponsor(s) the following day
- Provide a printed copy of the minutes to all officers at the next council meeting
- Formally report the minutes at the beginning of each council meeting
- Maintain excellent written records
- Support all student council officers in the fulfillment of their duties and activities
- Assist student council sponsor(s) in all council business
- Follow through with requests made of you and any jobs given to you by the sponsor(s)
- Purchase a TAS t-shirt or collared shirt to wear as necessary

### **Procedure for dismissal:**

During the council year, any officer receiving a discipline referral or detention hall for any reason will be asked to appear before the sponsor(s) and administration. This meeting will NOT be a time for this student to present an argument for or a defense of previous actions or behavior. The sponsor will inform the officer that a second discipline referral or another detention hall will result in removal from office.

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## **Corresponding Secretary (7<sup>th</sup> Grade)**

- Attend all student council meetings and functions
- Attend any school sponsored events as requested by the sponsors
- Promote the Student Council events through posters, fliers and school wide announcements
- Promptly respond with a personal note or letter to any donations received
- Update the student council website to promote the activities and events sponsored by the student council
- Make daily morning announcements to the student body before dismissal to classes, including birthdays, field trips, lunch menu, etc.
- Support all student council officers in the fulfillment of their duties and activities
- Assist student council sponsor(s) in all council business
- Follow through with requests made of you and any jobs given to you by the sponsor(s)
- Purchase a TAS t-shirt or collared shirt to wear as necessary

### **Procedure for dismissal:**

During the council year, any officer receiving a discipline referral or detention hall for any reason will be asked to appear before the sponsor(s) and administration. This meeting will NOT be a time for this student to present an argument for or a defense of previous actions or behavior. The sponsor will inform the officer that a second discipline referral or another detention hall will result in removal from office.

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## **Elementary School Liaisons (Two- 6<sup>th</sup> grade positions)**

- Attend all student council meetings and functions
- Attend any school sponsored events as requested by the sponsors
- Inform the elementary students and teachers of upcoming student council events
- Inform the early childhood students and teachers of upcoming student council events
- Assist the corresponding secretary with promotion and publication of student council events
- Support all student council officers in the fulfillment of their duties and activities
- Assist student council sponsor(s) in all council business
- Follow through with requests made of you and any jobs given to you by the sponsor(s)
- Purchase a TAS t-shirt or collared shirt to wear as necessary

### **Procedure for dismissal:**

During the council year, any officer receiving a discipline referral or detention hall for any reason will be asked to appear before the sponsor(s) and administration. This meeting will NOT be a time for this student to present an argument for or a defense of previous actions or behavior. The sponsor will inform the officer that a second discipline referral or another detention hall will result in removal from office.

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## **Members at Large**

- Attend all student council meetings and functions
- Attend any school sponsored events as requested by the sponsors
- Support all student council officers in the fulfillment of their duties and activities
- Follow through with requests made of you and any jobs given to you by the sponsor(s)
- Purchase a TAS t-shirt or collared shirt to wear as necessary

### **Procedure for dismissal:**

During the council year, any member at large receiving a discipline referral or detention hall for any reason will be asked to appear before the sponsor(s) and administration. This meeting will NOT be a time for this student to present an argument for or a defense of previous actions or behavior. The sponsor will inform the member that a second discipline referral or another detention hall will result in removal from office.

A member at large can be removed from office for: failing to maintain an 80% average in any subject area, failing to maintain behavioral standards for officers, failing to attend meetings, and/or failing to discharge the duties of office. Any negative social media post about the school, a member of the student body, or any school employee, or liking of a negative social media post about the school a member of the student body, or any school employee, will result in automatically being removed from office or the council. The role of all officers and members at large is to represent the school in a positive manner at all times by participating in any negative social media behavior the officer/member in question will be in direct violation of this duty.