

Sample Student Council Constitution

Model from Liberty Elementary School

Article One (Name)

The name of this organization shall be _____ Student Council, hereinafter called the Council.

Article Two (Purpose)

The purpose of the Council shall be to:

1. Strive for good citizenship.
2. Respect all individuals in the school and community.
3. Involve all students in sharing ideas to make our school the best it can be.
4. Help all students work together in our school.
5. Give all students practice in democracy in action.
6. Help other citizens and groups in our community.

Article Three (Membership)

Section 1: All students in Grades _____ shall have the opportunity to be nominated, to vote, and to offer ideas for Council action.

Section 2: The members of the Student Council shall be representatives elected by _____, the officers, and the sponsor.

Section 3: The President, 1st Vice-President, 2nd Vice-President, the Secretary-Treasurer are elected by _____

Section 4: The principal of _____ School shall be the final authority over all actions of the Student Council.

Article Four (Representatives)

Section 1: (Qualifications) A student who wishes to be a candidate for the Student Council shall:

1. Be a good citizen.

2. Be a hard-working and diligent student.
3. Relate well to other students and adults.
4. Be interested in being a Council representative.

Section 2: (Nominations)

Section 3: (Elections)

Section 4: (Powers and Duties) Each representative shall be responsible for performing the duties of the representative as listed in the American Student Council Association Student Council Guide (Student Edition)

Section 5: (Term of Office) The term of office shall be for _____ starting _____ and ending _____.

Article Five (Officers and Sponsors)

Section 1: The officers shall be :

Section 2: (Nominations)

Section 3: (Elections) The election of officers shall take place no later than _____ of each school year and shall follow procedures approved by the Principal.

Section 4: (Duties and Powers)

Section 5: (Term of Office) The term of office for all officers shall be one calendar year, beginning _____ and ending _____..

Section 6: (Sponsors) The Sponsor shall be a member of the school staff who shall be responsible for fulfilling the duties and responsibilities of a sponsor in accordance with School policy: Sponsor Edition. The Principal will choose to be the Student Council Sponsor.

Article Six (Removal from office)

Any officer or representative may be removed from office by a majority vote of the Student Council membership for poor attendance at Council meetings, failure to perform required/requested duties, or failure to follow school rules or class rules.

Article Seven (Committees)

Section 1: (Standing Committee) Standing committees shall be Executive Committee, the Election Committee, and the Welcome Committee.

Section 1A: The Executive Committee shall be the Officers, the Sponsor, and the Principal. No meeting of the Executive Committee shall take place without either the Sponsor or the Principal in attendance.

Section 1B: The Elections Committee shall consist of five (5) members. It shall be responsible for making arrangements for general elections, including notifying homeroom teachers when homeroom elections are to take place, and conducting the general election.

Section 1C: The Welcome Committee shall consist of two students from each grade level. It shall be responsible for serving as friendly hosts and hostesses to new students and to visitors to Liberty Elementary.

Section 2: (Special Committees) Special Committees may be appointed by the President to plan and carry out activities approved by Student Council.

Article Eight (Meetings)

Section 1: Student Council meetings shall take place at least twice monthly. The Student Council membership will decide each year the appropriate meeting dates and times. For example: first and third Friday of month at 3 p.m. An agenda shall be prepared and handed out to each member of the Student Council at least one day before each meeting. Student Council members may initiate agenda items. All items for agenda including must be submitted to the sponsor or principal two days before a meeting. Additional agenda items may be added at the beginning of each Student Council meeting by a majority vote of Council members. If a quorum (half of Council members plus one) is not present for a meeting, no Council action may be voted upon.

Section 2: Class meetings shall be conducted by each Representative at least one day before and at least two days after each Student Council meeting. The meeting may consist of a written communique of Council agenda items. This type of communication may be needed when Council is being in-serviced with rules, regulations and procedures.

Article Nine (Voting Procedures and Rules)

Section 1: Each representative shall have one vote.

Section 2: All motions require a second; all motions require (for passage) a majority vote of the Council members.

Section 3: Roberts Rules of Order, Revised Edition shall be the authority on any questions of parliamentary procedure.

Section 4: Any and all actions of the Student Council are not official until approved by the Principal.

Article Ten (Amendments)

This constitution may be amended by a two-thirds vote of the Student Council representatives.