

CONSTITUTION of the ASSOCIATED STUDENT BODY

PREAMBLE

We, the students of Don Bosco Technical Institute (D.B.T.I.), in order to form a more productive, cooperative, and democratic student union, do establish that the goals of the Associated Student Body (A.S.B.) to be: to promote positive and constructive student-administration relations and to develop the spiritual, educational, and social aspects of the student body. We, the Associated Student Body, do hereby establish and adopt this Student Constitution of Don Bosco Technical Institute.

Article I: Name, Colors, Mascot

- Sec. 1 This Organization shall be known as the A.S.B. of D.B.T.I.
- Sec. 2 The official school colors of D.B.T.I. shall be black and gold.
- Sec. 3 The official school mascot shall be the Tech Tiger.

Article II: A.S.B. Membership and privileges

- Sec. 1 All full-time high school students of the D.B.T.I. are members of the A.S.B.
- Sec. 2 All members of the A.S.B. possess the right to vote or run for office under the limitations of this constitution, to offer suggestions to the Student Government through their representatives, to participate in school activities and clubs to the extent that they are eligible.

Article III: Establishing Authority

- Sec. 1 All authority set in this constitution is delegated by the school administration. The Principal may suspend or revoke, in whole or in part, this Constitution.
- Sec. 2 Any act or proposal contrary to this Constitution or the rules and regulations contained in the Student-Parent Handbook shall be null and void.
- Sec. 3 The Principal or the Director of Student Activities may administratively veto all student proposals.
- Sec. 4 An explanation shall be given to the Student Council for any administrative veto.
- Sec. 5 It is the responsibility and duty for the school Administration, the Director of Student Activities and his/her staff, the disciplinary deans, and all other school officials to abide by and enforce this constitution.
- Sec. 6 The Director of Student Activities in consultation with the Executive Board shall ultimately decide any question of constitutional interpretation.

Article IV: The A.S.B. Executive Offices

- Sec. 1 The executive power of the A.S.B. shall be vested in the A.S.B. President and the members of his cabinet: the A.S.B. Vice President, A.S.B. Secretary, A.S.B. Treasurer, and A.S.B. Public Relations Officer. The Executive Board is composed of all five A.S.B. officers.
- Sec. 2 The A.S.B. President and A.S.B. Vice President shall be chosen by the direct vote of the students for a one-year term. They must both be seniors during their tenure in office and not be the President or relevant-equivalent of any student club or organization, unless the terms of Article 4§ 6 are followed and maintained for exemption from the latter part of Article 4§ 2.
- Sec. 3 The A.S.B. Secretary, A.S.B. Treasurer, and A.S.B. Public Relations Officer shall be appointed by the A.S.B. President and Vice President in consultation with the Director and Assistant Director(s) of Student Activities.
- Sec. 4 All A.S.B. Executive Officers must maintain a 3.0 overall grade point average (G.P.A.). They must not have any adverse conduct marks, attendance marks, suspensions, or be on disciplinary probation during any high school year.
- Sec. 5 The A.S.B. Executive Officers shall see that student regulations are faithfully executed and enforced and student rights preserved. They shall appoint all officers, assistants, and committees necessary to discharge the duties of their offices, and shall be empowered to remove the same for just and sufficient reasons. They shall be responsible to present concerns or proposals of the student body and the Student Council to the school administration.
- Sec. 6 The A.S.B. President and the A.S.B. Vice President can hold the office of presidency or office of relevant-equivalence in a Recognized Student Organization if, and only if, the officer:
 - a. Maintains a minimum G.P.A. of 3.5, without any grades below a "C", and
 - b. Receives signed consent from the Director of Student Activities permitting exception from the latter part of Article 3 § 2, and
 - c. Receives a minimum of two (2) reference letters from academic instructors (limit one reference letter per instructor, per case) that can attest to the officer's skills and leadership prowess, and
 - d. Receives one (1) reference letter from the officer's current counselor, and

- e. Remains in good standing with Deans and all Disciplinary Boards, and
- f. Holds office in no more than two (2) Recognized Student Organization, and
- g. Undergoes an evaluation by the Director of Student Activities at official grading periods, and
- h. Signs an official A.S.B. Document, in addition to the customary A.S.B. Contract. This addendum to the customary A.S.B. contract must explicitly state the following:
“Any transgressions to any of the clauses of the Constitution of the Associated Student Body, specifically Article 4 § 6, will result in the resignation of the officer from his elected office in Student Council or from the office of President (or the office of relative-equivalence) in the respective Recognized Student Organization.”

Sec. 7 No member of the Executive Board may hold more than one office on the Student Council.

Sec. 8 Executive Board Members shall hold office for one school year.

Article V: The Student Council

Sec. 1 The legislative power of the A.S.B. shall be vested in the Student Council and the four class councils.

Sec. 2 The Student Council

- a. The Student Council shall be composed of the Class President, the Class Vice President, the Class Secretary, and the Class Treasurer of each class, all members of the Executive Board, all standing committee chairs, two members of the Letterman Society, and no more than two (2) representatives from each of our official sister schools.
- b. Each member of the Student Council may have only one vote.
- c. The Student Council may determine its own rules of procedure, and with the concurrence of two-thirds of all its members and the Director of Student Activities, discipline a member for disorderly behavior.
- d. A majority of the total members of the Student Council shall constitute a quorum to do business. Excluding special meetings, all meetings shall be open to public observation.
- e. The Student Council shall have all other powers granted to it by the Director of Student Activities or the School Principal that he/she deems necessary and proper.

Sec. 3 The Class Councils

- a. Every class shall have its own executive officers (the Class President, Class Vice President, Class Secretary, Class Treasurer) and *volunteer* class council.
- b. The Class President and Class Vice-President shall be elected by the direct vote of his respective class.
- c. The Class President and Class Vice President shall, with the concurrence of the Director of Student Activities, appoint the Class Secretary and Treasurer.
- d. All class executive officers must have and maintain at least a 2.75 overall G.P.A. and be a member of the class they represent.
- e. The Class Council shall be composed of the four executive officers as well as members appointed by the Class President to serve at his pleasure. All Class Council members shall be required to maintain at least a 2.75 overall G.P.A.
- f. Each Class President, Vice President, Secretary, and Treasurer shall represent his respective class in the Student Council. They shall take charge of all class-sponsored activities, and carry out all duties delegated to them by the A.S.B. President and/or Executive Board. They shall keep the Student Council informed about the activities of the class.
- g. The responsibilities of each class council shall be as follows:
 1. Planning and execution of the class service project(s) and social(s).
 2. Assistance at Student Activities Functions and events
 4. Staffing of the Student Activities Center (S.A.C.) at lunch and after school.
 5. Any additional duties or responsibilities as determined by the Student Council, Executive Board, or the Director of Student Activities or his/her staff.

Sec. 4 A.S.B. Committees may be formed by a majority vote of the Student Council. The Executive Board shall appoint the chair for any A.S.B. Committee.

Sec. 5 Commissioners and their Committees

- a. The Dance Committee is an Ad Hoc committee, headed by the A.S.B. Treasurer and is responsible for the planning and execution of all school dances.
- b. The School Spirituality Commissioner (a.k.a. Chaplain) and his committee are responsible for planning and executing of all student body liturgies and class retreats as well as other seasonal events.
- c. The Campus Spirit Commissioner and his committee *are* responsible for the design and sale of the various spirit items, publicity of sporting events, and the planning and executing of rallies, in addition to assisting with St. Joseph Relays and Marian Day Games.
- d. The Inter-Club Council Commissioner and his committee serve as a liaison between the different clubs and organizations and the Student Government. They are also responsible for promoting cooperative programming efforts

between the clubs. Every club or organization shall have at least one representative on this committee. This committee shall also help all clubs and organizations obtain necessary funding.

- e. The Student Affairs Commissioner and his committee are responsible for the evaluation of the School's spirit and academic programs. They shall, from time to time, meet with Dean of Instruction and the Dean of Technology to offer the students' perspective on the academic and Technology aspects of D.B.T.I. Furthermore; they shall meet with students and faculty to gather their perspective on the school spirit climate and from that interaction make recommendations for changes in school policy and activities.

Sec. 6 Sister School Representatives:

- a. Shall be chosen by their school's administration and/or by the Cheerleading coach (es) of Don Bosco Tech.
- b. Shall, at each meeting, provide the student council with a signed statement from her ASB President or Advisor that she/they have met with and relayed information to their councils and will include any information they wish to pass to the A.S.B. of D.B.T.I.
- c. Shall be exempt from duties in the activity center and may be exempt from any activities requiring them to miss their own classes to attend.

Sec. 7 The term of office for members of the Student Council shall be one school year.

Article VI: General Provisions

Sec. 1 An officer must maintain the conditions necessary for candidacy for that office throughout his tenure.

Sec. 2 The A.S.B. Secretary, unless running for office, shall be charged with the direction of all elections and voting.

- a. If the current A.S.B. Secretary is running for office, the responsibility for the elections and voting will fall to the A.S.B. President or A.S.B. Vice President.

Sec. 3 The Student Council shall have the sole power to officially recognize student organizations. The Director of Student Activities shall be in charge of determining the procedure by which a Club or Organization becomes officially recognized.

Sec. 4 The Student Council shall have the right to suspend or abolish any student organization from the campus for just and sufficient reasons after the organization has had an opportunity to defend itself before the Student Council.

Sec. 5 The Student Government Moderator, with the Executive Board unanimously concurring, may remove any member of the Student Government for just and sufficient reasons.

Sec. 6 All Student Government members must serve on an A.S.B. Committee.

Article VII: General Procedures

Sec. 1 The ASB shall be a regular leadership class that meets regularly and all members must be enrolled. If for any reason they cannot take the leadership class they will forfeit their office.

- a. Special circumstances may exist which make it difficult or at times impossible for members to fulfill this duty (i.e. athletic events); any exemptions are subject to the approval of the Director of Student Activities and his/her staff.
- b. If special circumstances exist, the student has the obligation to report it in a timely fashion to the Director of Student Activities and the A.S.B. President and to make alternative arrangements for fulfilling their duties, such as working twice the number of shifts at other events or in the Activities Center.

Sec. 2 Parliamentary Procedure shall be followed during all meetings of the Student Council using the revised Robert's rules of order as a guide.

Sec. 3 Meetings of the ASB shall be open to the observation of interested students and faculty at all times unless the ASB determines that a meeting should be closed.

Sec. 4 A quorum shall be 50% plus one of the members of the ASB. A quorum must be present for the ratification or repeal of any General Business.

Sec. 5 The records of the ASB must be maintained as public records subject to audits and inspections.

Article VIII: Elections to Office

Sec. 1 Each person seeking office in the Student Council must complete a Student Council Application form by the date and time specified in the application.

Sec. 2 All applications will be reviewed by an Election Committee.

- a. The Election Committee will include the following:

Assistant Activities Director

Class Advisors

No less than 4 outgoing Student Council members from the Senior Class.

Others appointed by the Director of Student Activities and/or the Principal

- b. The Election Committee for the freshman elections in the fall will include the following:

Student Activities Director

Class Advisor

No less than 3 members of the Executive Board of the A.S.B.

- Sec. 3 The Election Committee *may* interview the candidate and others to determine the capability of an applicant to fulfill the requirements of elected office.
- Sec. 4 Candidates who have been approved by the Election Committee and the Director of Student Activities may participate in campaign activities (speeches, fliers, etc) for the time period specified in the application.
 - a. No applicant may publicly advertise their candidacy in any form before the time period specified on the application.
- Sec. 5 All Ballots will be counted by a committee of faculty members appointed by the Principal.
- Sec. 6 Results will be announced by the Principal or the Student Activities Director before the end of the school year.

Article IX: Removal from Office

- Sec. 1 Removal of Class Officer or Committee Chair: Upon approval from the Director of Student Activities, any class officer may be considered for removal from office for just reasons. Recommendations for removal must be approved by a two-thirds majority vote of the ASB Executive officers and approved by the Director of Student Activities and/or the Principal.
- Sec. 2 Removal of Executive Officer: Upon approval from the Director of Student Activities, any Executive Officer may be considered for removal from office for just reasons. Recommendations for removal must be approved by a two-thirds majority vote of the ASB Executive officers and approved by the Director of Student Activities and/or the Principal.
- Sec. 3 "Just Reasons" for Removal from Office shall include, but not be limited to:
 - a. Attendance at meetings: Any officer absent from or tardy to 25 percent of the leadership classes, properly publicized class meetings, and failure to participate in general ASB related activities and work sessions, may be subject to dismissal with a majority vote of the Executive Board of the Student Council with the recommendation of the Director of Student Activities and/or the Principal.
 - b. Attendance to school: Any officer with more than two unexcused absences and/or unexcused tardies to school and/or classes throughout the day in the same semester may be subject to dismissal with a majority vote of the Executive Board of the Student Council with the recommendation of the Director of Student Activities and his or her assistants.
 - c. Conduct: Any incidents involving weapons, drugs or alcohol will result in removal from office. Failure to fulfill the duties of office, fighting, using obscene or suggestive language (including wearing items of clothing with obscene or suggestive themes/sayings), extreme changes in appearance or behavior, open defiance of school authorities, forgery, or vandalism will result in probation or removal from office.
 - d. Grades: Officers whose grade point average drops below the requirements of their position or receives an "F" on any quarter grade report will be placed on probation for the following quarter. If deficiencies are not corrected, the officer will be removed from office at the end of the probationary period.

Article X: Amendments

- Sec. 1 Amendments to this Constitution must be submitted in writing during a regularly scheduled meeting of the ASB. Each proposal may be accepted or received by a majority vote of the ASB Executive Board.
- Sec. 2 This Constitution may be amended, from time to time, by a two-thirds vote of the Student Council or a unanimous vote of the A.S.B. Executive Board and with the approval of the Director of Student Activities.

Article XI: Ratification

- Sec. 1 This Constitution shall become effective when approved by the Director of Student Activities and a unanimous vote of the Student Council of the 2007-2008 school year and remain in effect until amendments are made.