

Constitution and By-Laws
For
Our Lady of the Assumption School

Mission Statement

We, the elected representatives of Our Lady of the Assumption School, will represent the students of our school, uphold all of the school rules, and perform our duties in accordance with these By-Laws and our school philosophy. We will strive to foster a spirit of cooperation among students and faculty. We will promote and encourage activities for the best interest of the school. We will encourage student involvement and create a sense of Catholic School pride. We will model appropriate behavior, dress, and attitude in accordance with the school rules and SLEs.

Article I

Name and Object

Section One: This organization shall be known as the Associated Student Body of Our Lady of the Assumption School, San Bernardino, California.

Section Two: The purpose of the organization shall be to promote Catholic values and good citizenship, to encourage a high standard of scholarship, to arouse school spirit, to demonstrate the practical application of democracy, and to advance the welfare of the school and its members in every possible manner.

Article II

Board of Commissioners

Section One. The Student Body of Our Lady of the Assumption School, from grades 1 through 8 will elect a ten member Board of Commissioners. Grades 6-8 will be eligible to run for office on the Board of Commissioners.

Section Two. Qualifications and Duties of Commissioners

A. President

Must be in 8th grade while in office. The president will serve as head of Student Council and will be in charge of leading student council meetings. The president will also serve in various leadership roles throughout the year as needed, playing a vital role in Catholic Schools Week, and other special events at Our Lady of the Assumption School. Biweekly meetings with the moderator/s will allow the president and vice president to plan for student council meetings.

The president will also be responsible for representing Our Lady of the Assumption School at a variety of functions, including the School Board and Parish Council. The President will lead the OLA student council, and will work in close conjunction with the PTG in order to plan and execute special events.

B. Vice President (runner up from presidential election)

Must be in 8th grade while in office. The vice president will work in close conjunction with the president. Specifically, the vice president will work with the moderator/s to schedule OLA student council meetings, and will prepare the agenda for such meetings. The vice president will also be responsible for representing Our Lady of the Assumption School at a variety of functions, including the School Board and Parish Council. The Vice President will lead the OLA student council along with the president, and will work in close conjunction with the PTG in order to plan and execute special events.

C. Historian/Yearbook Chair

Must be an eighth grade student. Student will assist Year Book Coordinator in taking photographs and creating an eighth grade memory book. S/he will actively participate in all Student Council activities. Student will conduct him/herself with academic integrity and excellent behavior.

D. Religion Commissioner

Must be in 7th or 8th grade while in office. Shall compose a prayer and open each student council meeting with a prayer; shall publicize all religious activities of the school, such as All Saints Day, Stations of the Cross, The Crowning of Mary, school liturgies, and retreats; shall work with the Campus Minister on all Liturgies and Retreats; shall attend all student council meetings; shall help in taking an active part in all student body activities.

E. Boys and Girls Athletics

Must be in 7th or 8th grade. Must also confer with the OLA Athletic Director prior to the election. They will be responsible for updating the School on the OLA sports schedules and their progress. If there is only one representative for both the boys and the girls, this person's title will be Sports Director. Duties include making sure the bulletin board stays updated and keeping in touch with the Principal to make sure special sporting events are being promoted and advertised. Sports Directors are also responsible for promoting tryouts for OLA teams, and will serve as a vital part of the annual track meet.

F. Spirit Commissioner

Must be in 7th or 8th grade. The Spirit Commissioner shall be responsible for the organization of all rallies; shall work with the Moderator/s and Cheerleaders to promote the participation of school activities. It is the responsibility of the Spirit commissioner to seek students and classes that display the spirit of Our Lady of the Assumption School and honor that spirit at assemblies. The Spirit Commissioner shall attend all student council meetings and assist all student body officers in upholding

the pride and spirit of Our Lady of the Assumption School. The Spirit Commissioner must be an active participant in all student body activities.

G. Secretary

May be in grades 6-8. The secretary will be responsible for recording minutes for each student council meeting. This student will also be in charge of submitting a note to the Principal each week with an OLA Student Council update for the newsletter.

H. Safety Director

May be in grades 6-8. The Safety Director is responsible for training and monitoring safety members at OLA. This will include drop off and pick up safety, hall, restroom, and recess monitors. A weekly observation of one safety area will help determine training or staffing issues. The Safety Director will check in with OLA staff weekly to communicate any concerns. A weekly safety report will be filed with the Principal.

I. Commissioner of Ecology

May be in grades 6-8. The Commissioner of Ecology monitors each class to assist with campus ecology, organizing campaigns, contests for campus clean-up, and conducting recycling projects for fundraising. It is the responsibility of this commissioner to physically take the recyclables in to the recycling center at least one time each month.

Article III—General Membership

Section 1: Our Lady of the Assumption School student council representatives will hold their positions for one school year. Members of the elected council may be in sixth through eighth grade.

Section 2: Student council members must agree to follow all school rules as stated in the school handbook. These are to include, but are not limited to: appearance and dress code, punctuality, using appropriate language, attitude, and conduct on and off campus.

Section 3: Representatives will carry out their duties and responsibilities and will maintain exemplary citizenship and behavior both in and out of school. Any student council member receiving a suspension for performance or behavior is automatically removed from Student Council and a replacement will be found. All representatives will adhere to the following requirements:

1. Representatives will NOT receive more than 1 detention in a trimester.
2. Representatives will maintain a “C” average in all academic areas.
3. Representatives will maintain good behavior and work habits.
4. Representatives will submit progress reports and report cards to the teacher/ moderators each trimester for review.
5. Representatives will be present and participate in ALL meetings and events sponsored by student council.
6. Representatives will bring questions, concerns, and comments from the student body to student council meetings.

Section 4: The executive officers of this organization shall be the President and Vice President.

Article IV—Elections

Section 1: Campaign Rules

1. Student council representatives will be elected by their peers in first through seventh grade during campaigning week in May.
2. Candidates who are interested in running for student council must fill out an application. They must receive endorsements from **two teachers and five peers, and permission from their parents**. The application must be turned in on time and fully completed.
3. Students must also meet basic academic and behavior requirements in **Article II**.
4. Candidates must prepare a short speech to be given to grades 1-7. **It should be no more than 3 minutes in length and should state why you want to be a student council officer.** All speeches must be submitted to the moderator/s for approval at least four days prior to the election.
5. Candidates may post a maximum of 5 posters in the halls during CAMPAIGN WEEK.
6. There will be no media campaigning; i.e. requesting support over e-mail, text, social networking, telephone, etc. This may result in immediate disqualification.
7. There will be NO distribution of campaign materials such as candy, stickers, pencils, buttons, ribbons, t-shirts, etc. **FIVE DISPLAYED POSTERS ONLY.**

NO CANDIDATE SHALL BE Demeaned IN ANY WAY. NO CAMPAIGN MATERIALS SHALL BE DEFACED IN ANY WAY.

8. All campaign comments, methods, posters, and/or competitions of any kind must be reflective of Catholic values and good sportsmanship.

Article V - Removal from Office

Section 1: The Teacher Moderator, Principal, or Homeroom Teacher may remove any Student Council Member for violating **Article II** and or repeatedly failing to complete their officer requirements in **Article III**.

Section 2: The Teacher Moderator, Principal, or Homeroom Teacher may place any Student Council Member on probation for any academic or disciplinary problems.

1. Probation may last from one week to one school year.
2. Further problems will result in removal from Student Council.

Please note: Our Lady of the Assumption School retains the right to amend these rules and regulations for just cause. In so doing we will show due diligence in giving parents/guardians prompt notification of the necessary changes.

PETITION TO RUN FOR OFFICE
OUR LADY OF THE ASSUMPTION SCHOOL
Article VI

Section 1: Student Peer Endorsement

I _____ am running for the position of _____ for the 2015-2016 school year. By signing your name below you are endorsing me as a candidate for the above-mentioned office. Your signature is not a vote and I understand you may also be endorsing another candidate to run for the same office.

Signatures must be from your homeroom. Five signatures are required.

1. _____
2. _____
3. _____
4. _____
5. _____

House, be responsible for transportation and/or the Student Council activities for which my child is responsible whenever needed, and to attend PTG.

Parent/Guardian Signature _____ Date _____

Section 4: Candidate Signature

I have completed this petition in good faith and have read and understand the qualifications for and the responsibilities of the office I am seeking.

Signature of Candidate _____ Date _____

Section 5: Teacher Permission

Two teacher recommendations are required.

I am aware that _____ has expressed the desire to run for OLA Student Council and I feel that he/she will be able to make the commitment necessary to their chosen office. I feel that participating in Student Council will contribute to his/her academic success.

Comments: _____

Signature of Teacher _____ Date _____

I am aware that _____ has expressed the desire to run for OLA Student Council and I feel that he/she will be able to make the commitment necessary to their chosen office. I feel that participating in Student Council will contribute to his/her academic success.

Comments: _____

Signature of Teacher

Date

"Sharing Christ Today with the Leaders of Tomorrow!"

**Acknowledgement of Receipt of the Our Lady of the Assumption
School Student Council By-Laws**

I have received and read a copy of the Constitution and By-Laws for the Our Lady of the Assumption School Student Council. By signing this document I agree to the terms of membership and I will uphold the Constitution during my campaigning activities and, if elected, during my term on the OLA Student Council.

Student Signature

Date

Parent Signature

Date



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