



BY-LAWS FOR THE STUDENT COUNCIL OF SAINT PATRICK SCHOOL

Article I – Name

1. The name of this organization shall be the Saint Patrick Student Council.

Article II – Purpose

1. To serve as a council to discuss student activities, student problems, and student opinions having to do with Saint Patrick Catholic School.
2. To assist the administration, staff and students in further development of pride and school spirit.
3. To be self-supporting by raising monies for some student activities, parish/community service projects, contests and spirit items.
4. To extend student/school involvement to parish and community.

Article III – Qualifications and Responsibilities of Advisors

1. Advisors will be adult staff members at Saint Patrick School who volunteer to serve a two year term. The Advisor team will consist of at least one staff member with prior experience as an Advisor.
2. Advisors will supervise all meetings and activities, handle all financial transactions, and keep financial records.

Article IV – Qualifications and Duties of Members

1. Members must be a registered student of Saint Patrick School for the term they will be serving.
2. Members must have permission and support of their parents and teachers.
3. Members must maintain a ‘C’ grade in all classes, including conduct.
4. Members must be elected by a vote of their peers in each classroom.
5. Members must maintain a record clean from suspensions.
6. Members must attend all meetings unless excused by an Advisor. An excess of two unexcused absences will result in removal from the Student Council. The removed student will be notified by an Advisor. A new member may be chosen from the classroom.
7. Members shall serve in all areas as needed.

Article V – Council Body & General Assembly

1. Two representatives shall be elected from each class in grades: 4 – 8. Elections shall be held in September each year. Representatives shall serve for one year and shall be limited to two consecutive years. Following a one year absence they are again eligible for election.
2. The representatives from grades 7 and 8 will be eligible to be elected by the members to an Executive Board which consists of a President, Vice President and Secretary. Elections will take place at the first meeting of the new year.
3. All other members shall be referred to as Members-at-Large.
4. The Council shall consist of the elected Executive Board members, the Members-at-Large, and the Advisors.
5. All members of the Council shall have voting power.
6. The school administration shall have final approval of all Council activities.
7. In the event a duly elected officer is unable to fulfill the obligation of the office, the Advisors may appoint a successor from other members to that office.
8. In the event the President is unable to fulfill the duties of the office, the Vice-President may complete the term of office. The next in line may be the Secretary.

Article VI – Duties of Officers – shall include those listed below and others requested by the Advisors.

1. **President:** shall preside at all meetings, appoint all chairpersons and committees, and be the person all committees report to.
2. **Vice-President:** may assume all duties of the President in the event of his/her absence and shall perform any duties designated by the President.
3. **Secretary:** shall take attendance and keep the minutes of all meetings. The secretary shall distribute copies of the minutes to all Council members, staff and the Principal within one-week after each meeting.

Article VII – Organization of Money

1. A financial record shall be kept by an Advisor.
2. The outgoing Council shall leave a minimum balance of \$200 as working capital for the coming year. Any excess will be designated as a service project for the new Student Council.
3. A financial statement shall be shared with the school administration and staff at the end of the school year.
4. Any person representing the Council for any project or activity may be reimbursed for expenses providing they have been authorized to do so and have a receipt.

Article VIII – Meetings

1. General Council meetings shall be held once a month from September through May.
2. Additional meetings may be called at any time at the discretion of the Advisors, President or a majority of the Members-at Large. Notice and purpose of special meetings shall be given.

Article IX – Amendments

1. These By-Laws may be amended by the Advisors with final approval by the school administration.

Article X – Parliamentary Authority

1. Roberts Rules of Orders, revised, shall be the parliamentary authority in this organization in all cases in which they are applicable.