



Constitution and Bylaws

Mission of St. Anthony Catholic High School

St. Anthony Catholic High School prepares young men and women for positions of responsibility and leadership through a college preparatory curriculum based on Catholic values and traditions. Within a comprehensive array of demanding academic courses, athletics, and extra-curricular activities, students develop the mental, physical, and spiritual well-being needed to make choices consistent with their academic and career goals, and reflecting the spirit of Catholic education.

Article 1- The Name of the Organization for Which This Constitution Governs

This constitution is in place to outline and guide the Student Council of St. Anthony Catholic High School.

Article 2- Purpose and Objectives of St. Anthony Catholic High School Student Council

The purpose of student council shall be to serve and represent the student body within and outside of the school.

Student Council Objectives

- ✿ Engage students in a democratic forum, discussing school related issues affecting the lives of the student body;
- ✿ Organize and facilitate activities to improve school spirit, pride, and morale among student body, faculty, staff, and administration;
- ✿ Encourage student involvement;
- ✿ Promote St. Anthony Catholic High School's core values: Community, Service, Holistic Education, Scholarship, and Honesty & Integrity.

Article 3- Election of Officers and Definition of Officer Positions

In the last term of each school year, students at St. Anthony Catholic High School have the opportunity to serve their school by running for elected office either as a member of the executive council or class council. Students desiring an elected position must maintain an overall average of 80 or higher and complete a candidate application form with two teacher recommendation signatures. The Executive Council consists of the following positions: President, Vice president, Treasurer, and Secretary. The Executive Council officers shall be elected at the end of the fourth quarter of the school year. To run for office, candidates must have served at least one term (one year) as an officer on a class council as a member in good standing. No council officer can hold both a position as an Executive Council officer and a class council officer.

The Executive Council President must have served as an officer in good standing on either the Executive Council or a Class Council.

Executive Council President

- Serves as the head of the of the Executive Council
- Is responsible for scheduling and running meetings for the General Student Council meetings
- Oversees all Council members, to insure their duties are being fulfilled
- Initiate voting on council matters

Executive Council Vice President

- Is responsible for upholding the St. Anthony Student Council Constitution and Bylaws
- Evaluates all Student Council proceedings, events, and activities, to ensure they are in-line with these above mentioned documents
- Oversees the election process during the fourth quarter of the school year

Executive Council Secretary

- Is responsible for writing and distributing the agenda for each meeting
- Records official minutes for Council meetings
- Reports on the previous meeting's minutes at each meeting before submitting them as official records
- Report progress made in any council goals, activities, or events
- Take attendance at every meeting and keeps attendance records

Executive Council Treasurer

- ☑ Is responsible for reporting at each general meeting and the status of the council budget. This information shall include profits, expenditures, and available funds.
- ☑ Advises the council on any matters potentially involving fundraising or the use of council funds
- ☑ Must be present at all fund raising activities
- ☑ Is responsible for assisting President, Vice President, and faculty advisor in the collecting and counting of money raised

Class Council President

- ☑ Attends and oversees all class meetings
- ☑ Set agendas for class meetings
- ☑ Responsible for attending all council meetings
- ☑ Responsible for updates on fundraising activities and class events for website.

Class Council Vice President

- ☑ Attends and oversees all class meetings
- ☑ Insure meetings are running smoothly and effectively
- ☑ Assumes all presidential responsibilities when class council president is unavailable.
- ☑ Responsible for attending all council meetings
- ☑ Responsible for updates on fundraising activities and class events for website.

Class Council Secretary

- ☑ Attends and oversees all class meetings
- ☑ Is responsible for writing and distributing an agenda for each class meeting
- ☑ Records the official minutes for the class meetings
- ☑ Reports progress made in any class goals, activities, or events
- ☑ Responsible for attending all council meetings

Class Council Treasurer

- ☑ Attends and oversees all class meetings
- ☑ Advises Class Council on any matters potentially involving fundraising or use of class council funds
- ☑ Must be present at all fund raising activities
- ☑ Is responsible for assisting President, Vice President, and faculty advisor in the collecting and counting of money raised
- ☑ Responsible for attending all council meetings

Article 4- Voting Rights of Student Council Members

All members in good standing are given one vote each.

Article 5-Removal from Office

All persons holding elected positions within the Council can be impeached, and therefore lose their voting rights, if the Council has (1) the approval of the student council advisor and the principal and (2) a three-fourths vote of the council as a whole.

Impeachment proceedings can be brought against any member for the following reasons: 1) failure to attend meetings regularly, 2) failure to meet responsibilities and obligations of the office he/she holds, or 3) any violation of the code of conduct established in the St. Anthony Catholic High School Student Handbook. In such an instance, a general election will be held to occupy that position.

Article 6- Executive Council Meetings and General Council Meetings

Executive Council meetings and General Council meetings will be held the first Monday of every month respectively. Attendance at these meetings is mandatory. During peak activity months, special meetings will be called as needed for planning and organizing purposes.

Executive Council Meetings

- ⊕ All officers will meet with the principal on the first Tuesday of every month from 7:15-7:45 AM in the conference room or other specified location.
- ⊕ All officers will attend special meetings called during peak activity months, such as Homecoming in October and the fall and spring blood drives.
- ⊕ If a member cannot be present, he/she must notify the student council advisor before the scheduled meeting.
- ⊕ 3 unexcused or no show absences will result in possible impeachment, by voting of members in good standing. (Sponsors must be notified prior to the absence or the following school day.)

General Council Meetings

- ⊕ All officers from the Executive Council and the Class Councils will meet on the First Monday of every month from 3:15-4:00 to discuss upcoming events, fundraisers, and service projects.
- ⊕ All officers from the Executive Council and the Class Councils will attend special meetings called during peak activity months, such as Homecoming in October and the fall and spring blood drives.

- ✿ If a member cannot be present, he/she must notify the student council advisor before the scheduled meeting.
- ✿ 3 unexcused or no show absences will result in possible impeachment, by voting of members in good standing. (Sponsors must be notified prior to the absence or the following school day.)

Article 7- Events, Activities, and Projects

August-December

- ✿ Fish Camp
- ✿ Freshman Class Elections
- ✿ Homecoming (all associated activities)
- ✿ First Blood Drive
- ✿ Halloween Trick or Treat
- ✿ SACHS Open House
- ✿ Light St. A
- ✿ Winter Formal
- ✿ Semester Exams

January-May

- ✿ Second Blood Drive
- ✿ Dodge Ball Tournament
- ✿ Third Blood Drive
- ✿ Executive Council and General Council Elections
- ✿ Student Council Leadership Conference
- ✿ Final Exams

3 unexcused or no show absences to scheduled events will result in possible impeachment, by voting of members in good standing. (Sponsors must be notified prior to the absence or the following school day.)

Article 8 – Process for Ratification of the Student Council Constitution

If the Council believes that the Student Council Constitution needs to be amended, then the following procedure must be followed:

1. A meeting of the entire council must be held where the problem must be addressed and a solution suggested;
2. Any proposed changes must be approved by the Advisor and Principal as appropriate;
3. The council will meet following the approval to discuss changes and vote on the proposed amendment;
4. Three-fourths vote is required (following correct voting procedure from Article 3 to make the change);
5. The Secretary is responsible for making changes to the official copy of the Constitution, once amendments have been accepted by the Council.