

BYLAWS OF THE REACH HIGH STUDENT COUNCIL

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Article 1: Name

The official name of this organization shall be REACH High Student Council, also referred to as RHSC.

Article 2: Purpose and Goals

REACH High Student Council shall represent the interests, concerns and ideas of REACH High School students to various entities including the advisors, parents, and the REACH Administration Team. This Student Council shall facilitate and coordinate the funding of student activities with the express purpose of promoting involvement amongst the REACH High School community. This will be the primary REACH resource for planning social activities for all REACH High School students. RHSC will promote community service, and assist development of leadership and communication skills.

Article 3: The formation of the REACH High Student Council

Section 3.1: Composition of REACH High Student Council

1. The RHSC is composed of four officers, (President, Vice President, Secretary, and Treasurer), two parent Advisors and High School representatives of homeschools that are members of REACH and who are willing to participate as a member of the student council.
2. The RHSC is open to all REACH students in the 9th, 10th, 11th and 12th grades.

Section 3.2: Student Council Officers: Elections, Eligibility and Term of Office

1. RHSC Officers are elected by the members eligible for voting according to Article 3: Section 3.3.1. All Officers must be willing to participate in order to be elected; and once elected, Officers are expected to attend all Student Council meetings and competently carry out their duties for one full school year. Officers serve for a one year term, with not more than two consecutive terms served in the same position, unless no other eligible member is willing or available to serve.
2. RHSC Officer positions requirements:

Parental Consent must be obtained for nominees to be eligible to run for office. All candidates must have attended a minimum of four meetings and participated in at least one additional activity (i.e. Teen Night Out, a community service project, game night, etcetera) of the current school year, prior to nomination.

- a) President: must be in the 11th or 12th Grade in the year they serve.
- b) Vice President: must be in the 11th or 12th Grade in the year they serve.
- c) Treasurer: must be in the 10th, 11th or 12th grade in the year they serve, and have a parent willing to supervise the money.
- d) Secretary: must be in the 10th, 11th or 12th grade in the year they serve.

Section 3.3: Voting rights

1. To be eligible to nominate and vote for RHSC Officers you must be a member of the RHSC in good standing (i.e. dues are current) and have attended either at least four meetings during the current school year or three meetings and planned an additional activity (i.e. Teen Night Out, game night, etcetera) at the time of nomination or election.
2. To vote on activities and others items on the agenda you must have attended at least one previous Student Council Meeting and be a member of the RHSC in good standing.

Section 3.4: Election system and vacancies

1. The responsibility for the organization of the elections lies with the Student Council Officers and Advisors. Officer nominations will be conducted through paper ballots with ballot style to be determined by Student Council Officers and Advisors. Elections will be conducted through a secret paper ballot with each candidate listed. The voters are to circle or check mark the candidate they wish to select. Any ballot incorrectly marked (i.e. multiple candidates selected) will be deemed invalid and the ballot will not be counted.
2. In the event of a tie for any Officer position, the voting for the contested position will repeat immediately following the ballot tally, with the President abstaining.
3. Nominations for office will be made at the RHSC March meeting. Nominee campaign speeches will be made at the RHSC April meeting. All candidates wishing to run for office must make a speech. The speech must be at minimum one paragraph long. If the nominee cannot attend the April meeting, they must send in their speech to be read by their choice of either the Secretary or an Advisor. Any nominee not attending the April meeting and not submitting their speech will face disqualification. Elections will be held in May.
4. If the President of the Student Council resigns or withdraws from REACH, the Vice President will assume the role of President. If any of the remaining officers, resigns from office or withdraws from REACH, a replacement will be elected by the Student Council at the next official Student Council meeting. The candidates will be nominated, give a brief speech and stand for election at that meeting.
5. If an Officer of the Student Council resigns during his or her term of office, and the vacancy is filled in a by election, the newly elected representative shall serve the remainder of the term.

Article 4: Function of the Advisors to the Student Council

Section 4.1: Eligibility of Student Council Advisors

1. There shall be two advisors, working in coordination with each other, Student Council Officers and the REACH Administrative Team; both should be parents of a RHSC member in at least the 10th grade.
2. One Advisor should also represent the Student Council to the REACH Administrative Team.
3. Advisors should agree to serve for a minimum of a one year term.
4. Advisors should be familiar with the workings of Student-led councils and rules of conduct for meetings.

Section 4.2: Role and Responsibilities of the Advisors

1. Advisors should abide by the Student Council bylaws and act in a manner that promotes self-determination by the council members whenever possible.
2. Advisors should commit to attending as many events as possible, ie: RHSC meetings, Student Council sponsored events and extra meetings (as need arises). One advisor must be present at the monthly Student Council meetings.
3. Advisors should act as a personal reference point for students.
4. Advisors should assist in the implementation of RHSC Standard Operating Procedures.
5. Advisors will record individual student volunteer hours when community service is conducted through RHSC.
6. Advisors shall maintain an up-to-date roster of RHSC members to include contact information.
7. Advisors will oversee monthly meeting activities, to include any special committee meetings, but allow students to conduct business in accordance with their bylaws, operations manual and role responsibilities.

8. Advisors must oversee all officer nomination and election campaigns and voting including distribution and collection of Officer Applications. The counting of official votes requires two advisors at any time an officer must be voted upon.
9. Advisors are responsible for reserving meeting location time each month. The President is to be informed of the next meeting date and time prior to the start of the meeting.

Article 5: Organization

Section 5.1: Meetings and Activities of the Student Council

1. The RHSC will meet monthly during the months of September through May of each school year unless agreed upon by the advisors and officers. The meeting date, time and location will be announced to the eligible members of REACH at least two weeks in advance.
2. Specific meeting guidelines shall be addressed in the RHSC Operations Manual.
3. Activities, such as, Teen Night Out, game days and parties, etcetera will have a minimum of two chaperones.

Section 5.2: Duties of the Officers

Officers should work together in order to suggest, plan and organize activities that would benefit the REACH community as well as the REACH High Student Council.

1. President:
 - a) Lead and organize the meetings.
 - b) Consult with the Advisors regarding the agenda for each meeting and events.
 - c) Create and bring agenda for meeting.
 - d) Give direction and maintain order in the meetings and in the planning of events.
 - e) Delegate work to other members of the RHSC as appropriate to encourage the growth of other students.
 - f) Meet with Student Council Advisors as needed.
 - g) Maintain a working knowledge of the RHSC Operations Manual and Bylaws.
 - h) Other duties as listed in the RHSC Operations Manual.
2. Vice President:
 - a) Have a working relationship with the Student Council President.
 - b) In absence of President, preside over Student Council Meetings and tasks.
 - c) Assist in maintaining order in the meetings.
 - d) Fulfill Student Council duties as delegated by the President.
 - e) Serve as an aid to all committees.
 - f) Meet with Student Council Advisors as needed.
 - g) Maintain a working knowledge of the RHSC Operations Manual and Bylaws.
 - h) Other duties as listed in the RHSC Operations Manual
3. Treasurer
 - a) Collect, record and track all funds associated with RHSC meetings, activities, and events, including member dues.
 - b) Prepare and deliver a report of funds for each RHSC meeting.
 - c) Consult with the Advisors regarding the collection and distribution of funds.
 - d) Delegate the collection of funds at events he/she does not attend; however, the Treasurer is responsible for the security of all monies collected.
 - e) Meet with Student Council Advisors as needed.
 - f) Maintain a working knowledge of the RHSC Operations Manual and Bylaws.
 - g) Other duties as listed in the RHSC Operations Manual

4. Secretary
 - a) Maintain all Student Council records required according to Article 5: Section 5.3 of these Bylaws and make records available to the Advisors upon request.
 - b) Record the minutes of each Student Council meeting.
 - c) Read the minutes of the previous meeting at the beginning of each Student Council meeting. Submit the record for approval by the Advisors.
 - d) Take attendance at each REACH High Student Council meeting.
 - e) Post upcoming events that are organized by the REACH High Student Council.
 - f) Meet with Student Council Advisors as needed.
 - g) Maintain a working knowledge of the RHSC Operations Manual and Bylaws.
 - h) Other duties may be listed in the RHSC Operations Manual

Section 5.3: Student Council Records

Official annual records of the Student Council shall be kept and maintained by the Secretary. Past records will be retained and held by one of the advisors. The following records are to be maintained each year:

1. Date, time and attendance role at all meetings
2. Names and contact information for the Advisors
3. Name, age, birthdate, grade, and contact information for all RHSC members
4. Minutes of all meetings (including special meetings and result of any votes taken)
5. Copy of ballot used for all elections
6. Complete election results for all elections
7. Bylaws and any amendments
8. RHSC Operations Manual

Section 5.4: Behavioral Guidelines

All RHSC members are expected to follow the behavioral guidelines of the REACH Member Handbook. Should an issue arise with a specific student or students, one or both Advisors shall consult with the parent(s) of the student(s). If the situation warrants, the Reach Administrative Team may be consulted. Continued behavioral issues may result in removal from RHSC meetings and activities.

Article 6: Committees and Student Organizations

Section 6.1: Committees

RHSC will form committees for the purpose of planning events outside of the Student Council Meetings. Guidelines for the formation of committees can be found in the RHSC Operations Manual.

Section 6.2: REACH High Student Council Clubs

RHSC may form recreational interest clubs to meet outside of or following regular monthly meetings. These clubs must adhere to REACH Policy and RHSC Bylaws and must be inclusive to all and open to any REACH teen, grades 9, 10, 11 or 12. Direct guidelines of these clubs will be determined by the RHSC Operations Manual.

Section 6.3: Student Council Funding

In order to fund RHSC sponsored activities, annual dues will be collected by the Treasurer in one lump sum at the first meeting the student attends. Non-payment of dues will result in the loss of voting rights, and will affect the student's

ability to run for a Student Council Officer position. Annual dues amount will be determined by the RHSC and will be listed in the RHSC Operations Manual.

At the completion of each school year, an accounting of funds is to be turned over to the Advisors. Prior to the start of the new school year, the funds will be transferred to the newly elected Treasurer. Should RHSC ever dissolve, any balance of funds will be donated to a charity of the REACH Administrative Team's choice.

Article 7: Final Provisions

Section 7.1: Interpretation and Amendments

1. Any Student Council member(s) having a question regarding interpretation of the bylaws may approach the President and set a time outside the RHSC meeting for clarification. If after the President has attempted to clarify the bylaw(s), there is still a lack of understanding, the President should ask for assistance from the Advisors and other Student Council Officers. Should there still be difficulty interpreting the bylaw(s), an Advisor should involve the REACH Administrative Team for final clarification.
2. Amendments to these Bylaws can be proposed by any member of the REACH Administrative Team. To propose an amendment, the petitioner may approach the Administrative Team Chair and present a written amendment proposal to be added to the agenda. The proposal may be discussed at the next monthly meeting and voted on the following month. Acceptance of a proposed amendment will be passed with approval of three-fourths of attending Board members. The amendment will then be added to the bylaws and presented at the next Student Council meeting.

Section 7.2: Adoption and Coming into Force

These bylaws will be presented in their entirety to the RHSC each September via electronic file posting. Any member may request from any officer an emailed copy of the bylaws. The bylaws are subject to review each February by the REACH Administrative Team.

These bylaws were written by the Bylaws Formation Committee of the REACH Administrative Team and adopted in 2014.

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