



STUDENT GOVERNMENT CONSTITUTION, ALGONQUIN REGIONAL HIGH SCHOOL

79 Bartlett Street, Northborough, MA 01532

PREAMBLE

In order to represent the students of Algonquin Regional High School (henceforth referred to as ARHS) before the Administration and the School Board, and to unite the ARHS student body, we do hereby ordain and establish the ARHS Student Government Association.

ARTICLE I - APPELLATION

The name of this organization shall be the Algonquin Regional High School Student Government Association (ARHSSGA). This organization shall consist of 6 bodies: a Student Council (ARHSSC) of 24 ARHS students, a Student Advisory Committee (ARHSSAC) of 5 ARHS Students, and 4 Steering Committees--one per each class--of an indeterminate number of ARHS students. Members of a given Steering Committee must be members of that class.

ARTICLE II - CLASS ELECTIONS

Class elections shall take place at the end of the academic year for the Sophomore, Junior, and Senior classes and at the beginning of the academic year for the Freshman class.

1. All members of a class shall be eligible to vote. Likewise, all members of a class shall be eligible to seek an office.
2. All candidates must complete a nomination form to be eligible to vote.
3. The incoming freshmen class shall be allowed a minimum of 60 seconds speaking time before their class 2 days prior to the day the voting takes place. The ARHS StuCo Advisor shall approve all speeches in advance of the class meetings. Any candidate who does not hand in a proposed speech to the ARHS StuCo Advisor by the deadline that they proclaim may be disqualified from the election. Any candidate who deviates seriously from the speech that was approved by the ARHS StuCo Advisor may be disqualified from the election. That decision is at the discretion of the ARHS StuCo Advisor.
4. All candidates participating in end-of-year elections (incoming sophomore, juniors, and seniors) shall participate in the following procedure at least 5 instructional days before voting takes place. This procedure shall henceforth be known as the "Conversation with the Candidates" though the ARHS StuCo advisor has the authority to choose a new operational name without amending this constitution.
 - a. The Conversation with the Candidates shall serve as an opportunity for candidates to speak in

front of their class.

- b. The candidates will be asked questions by a moderator who is a member of the Algonquin Harbinger and chosen by the Editorial Board of the Harbinger. The Harbinger is encouraged to choose a moderator from the class of which the questions are being asked, though this is not required. If the Harbinger is unable to provide a moderator, a class advisor may act as the moderator.
- c. The moderator will be responsible for:
 - i. Asking questions to candidates, ensuring candidates get equal speaking time, and controlling the discussion so all topics are covered in the allotted time.
 - ii. Creating questions based on issues important to the class. The moderator is permitted to receive aid from other members of the Harbinger when creating questions. When creating questions, the Harbinger/moderator is encouraged to, but not required to, speak to students from each class about what is important to them and create a means for students to recommend questions to be asked to their class's candidates.
 - iii. Working with class advisors to ensure that discussions are respectful and, if needed, remove a candidate from speaking if necessary.
- d. The questions:
 - i. Shall consist of a variation between broad questions and position-specific questions.
 - ii. Shall be released to the candidates five(5) days prior to the Conversation with the Candidates occurring.
 - iii. Are encouraged to, but not required to, vary by grade.
 - iv. Must vary by position. Questions that apply to every position may be asked to each candidate, but some questions must be specific to the position each candidate is running for.
- e. There shall be no requirement for the questions to be approved in advance by any parties, including but not limited to the Harbinger Advisor, Class Advisors, or the Administration. The Harbinger shall be permitted to ask for approval or advice by any party while crafting the questions.
- f. If a candidate is also a member of the Harbinger, they may not be involved in any part of the questions creation process for their class' questions.
- g. The following shall apply to the format of the Conversation with the Candidates:
 - i. Candidates shall be assigned to groups based on the position they are running for. The groups shall be "Presidents and Vice Presidents," "Treasurers and Secretaries," and "Student Council Representatives." The groups shall speak in that order.
 - ii. Each group shall be delegated approximately 12 minutes of speaking time, which must be divided equally between the candidates. The moderator, with the consent of one Class Advisor, has the discretion to preemptively move to the next group if all questions and potential follow-up questions, have been asked. The moderator should make every effort

to keep candidates engaged for the full 12 minutes.

- iii. If one group contains many candidates, or one group contains few candidates, the moderator and the advisors may re-delegate the time assigned to each group.
 - iv. While actively participating in the Conversation with the Candidates, candidates will sit in a semicircle on the auditorium stage or in the front of the room the Conversation with the Candidates is taking place in.
 - v. Each group shall begin by each candidate giving a 30-second opening statement. The order in which these statements are delivered will be determined by random drawing.
 - h. Any candidate who is unruly, disrespectful, or hateful during the Conversation with the Candidates shall be removed from the ballot. Removals from the ballot are at the discretion of the ARHS StuCo Advisor.
5. In the case that there are more than 5 candidates for a certain position (5+ candidates for President, Vice President, Treasurer, or Secretary, or 15+ candidates for Class Representative), there shall be a runoff election between the two (or six in the case of Class Representatives) candidates with the highest percentage of the vote. There will not be an opportunity to speak before the class between the first election and the runoff election; however, candidates may continue to campaign between the two election dates. The runoff election shall take place no more than 14 days after the first election.
- a. A runoff election for the presidential, vice-presidential, secretarial, or treasurer race is not necessary if one candidate received more than 60% of the vote.
6. The following rules shall apply to all candidates and their campaigns:
- a. No candidate may spend more than \$100 on their campaign. All candidates will be responsible for keeping receipts of any election-related expenses. If other candidates or any advisors believe a candidate has spent more than \$100, they may request to see all receipts. The nomination forms must include this information, so all candidates are aware of this.
 - b. Candidates may hang posters at locations designated by the administration and ARHS StuCo Advisor. Posters must be removed no more than two days after the election. In the case of a runoff election, the posters may remain up until two days after the runoff election.

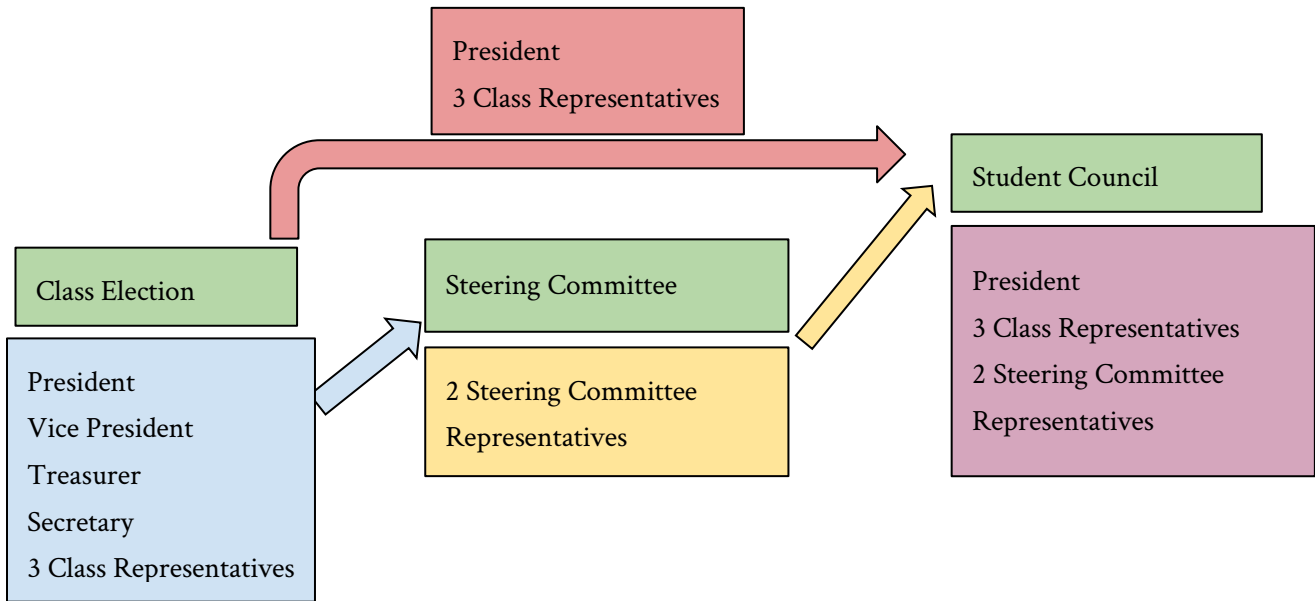
ARTICLE III - STEERING COMMITTEE ELECTIONS

1. The 2 Steering Committee Representatives will be elected no more than two weeks after the Class elections.
2. Each member of a Steering Committee will have 2 votes and the 2 students with the most votes will become the 2 Steering Committee Representatives.
3. In the case that there is a tie, a runoff election will ensue, in which Steering Committee members will have only one vote.

ARTICLE IV - ARHSSC MEMBERSHIP

The ARHSSC shall consist of 24 members. Each of the 4 ARHS classes shall send 6 members to the ARHSSC. Each class shall elect a President, Vice President, Treasurer, Secretary, and 3 Class Representatives. The Steering

Committee shall then elect 2 Steering Committee Representatives. ONLY the President and the 5 Representatives of each class will be members of the ARHSSC. See below diagram



ARTICLE V - ARHSSC ELECTIONS

1. The ARHSSC shall internally elect 3 officers--an ARHSSC President, an ARHSSC Treasurer, and an ARHSSC Secretary.
2. The election of these officers shall be during the first ARHSSC meeting of the year.
3. To be eligible to be elected to any of the offices, one must
 - a. Have at least one prior year of Student Council experience.
 - b. be nominated by another member of the Council, and that nomination must be seconded.
 - c. not be a Class President.
4. The election for ARHSSC President shall come first, then of ARHS StuCo Secretary, then of the ARHS StuCo Treasurer.

ARTICLE VI - ARHSSAC MEMBERSHIP AND ELECTIONS

1. There shall be 5 members of the ARHSSAC.
2. In the case that a vacancy arises, a school-wide election shall be held. All ARHS students are entitled to as many votes as vacancies are available. For example, if there are three vacancies, a student may vote thrice. A student may vote for one candidate no more than once.
3. The most senior member (meaning the member in the highest grade) shall be the Chairperson of the ARHSSAC. If there are two members of the same year, the remaining members will elect a Chairperson.

ARTICLE VII - ARHSSC MEMBER RESPONSIBILITIES AND DUTIES

SECTION 1. MEMBERS AT LARGE

1. To attend meetings of the Student Council. Should a student miss 2 meetings of the Student Council in one

semester for reasons aside from illness, familial, or religious reasons or any other reason as seen appropriate by the Advisor or the President, they will receive a hard-copy letter declaring that, unless they return to good standing by maintaining perfect attendance for the remainder of the semester, they may not use this year of Student Council on their college application. The letter will also include that if they miss one more meeting, they will be removed from Student Council. If they are removed, the ARHS Principal may override that decision if they see fit after hearing the facts of the issue from the ARHS StuCo Advisor and Officers.

2. To attend meetings of the Student Council. Should a student arrive late to 3 meetings of the Student Council in one semester for reasons aside from illness, familial, or religious reasons or any other reason as seen appropriate by the Advisor or the President, they will receive a hard-copy letter declaring that, unless they return to good standing by maintaining perfect attendance for the remainder of the semester, they may not use this year of Student Council on their college application. The letter will also include that if they are late to one more meeting, they will be removed from Student Council. If they are removed, the ARHS Principal may override that decision if they see fit after hearing the facts of the issue from the ARHS StuCo Advisor and Officers.
3. To attend Student Council events--whether fundraising, community service, etc.-- Should a student miss more than 3 Student Council in one semester for reasons aside from illness, familial, religious reasons, or any other reason as seen appropriate by the Advisor or the President, they will receive a hard-copy letter declaring that, unless they return to good standing by maintaining perfect attendance for the remainder of the semester, they may not use this year of Student Council on their college application. The letter will also include that if they miss one more event, they will be removed from Student Council. If they are removed, the ARHS Principal may override that decision if they see fit after hearing the facts of the issue from the ARHS StuCo Advisor and Officers. To actively and respectfully participate in meetings.
4. To complete assigned work within deadlines set forth.
5. To serve as a liaison between the Steering Committees and the Student Council.
6. To abide by the announced rules of the Steering Committee to which they belong.

SECTION 2. THE PRESIDENT

1. To plan and run meetings.
2. To coordinate the happenings of the Student Council.
3. To delegate work among the various members of the Student Council.
4. To enforce the late policy.

SECTION 3. THE TREASURER

1. To maintain records of all deposits, withdrawals, and to be aware of the balance of the Student Council account.
2. To oversee any counting of Student Council money.
3. To give a monthly update on the funds of the Student Council.

SECTION 4. THE SECRETARY

1. To maintain a record of attendance of Student Council members.
2. To record minutes at meetings of the Student Council.
3. To make minutes available.
4. To notify the ARHSSC Advisor/President if any member has two unexcused absences or three unexcused tardies.
5. To give attendance warnings.

SECTION 5. THE ADVISOR

1. To oversee the activities of the Student Council.
2. To serve as a liaison between the Student Council and the faculty.
3. To, if necessary, run meetings of the Student Council.
4. To enforce the attendance policy.
5. To maintain a copy of any SJP decisions as precedent for future cases.
6. To post the Constitution on the wall of his or her classroom.

ARTICLE VIII - APPROPRIATE BEHAVIORS FOR ARHSSC AND ARHSSAC MEMBERS

1. All members shall act in accordance with the ARHS Student Handbook.
2. No member shall attend any event affiliated with ARHS under the influence of any illegal substance, nor shall any member be found possessing any illegal substances on the ARHS grounds. Any violation of this rule will result in an immediate, irrevocable expulsion.
3. Conviction of a felony shall result in immediate, irrevocable expulsion.
4. Any moving violations (except for driving under the influence of any substance) shall not be an offense warranting expulsion.
5. All members must act in a way befitting of their office.
6. Sections 1 through 6 of this Article shall apply to elected officials of the class even if they are not members of the ARHSSC (i.e. class vice presidents, secretaries, and treasurers).

ARTICLE IX - CLASS CONFLICTS

1. If two or more classes have a dispute, the advisors will have 1 week and 3 days to achieve a resolution. If no resolution is achieved, the Student Council officers shall resolve the disputes between classes. The involved classes' members won't be allowed to vote. A simple majority vote will decide the course of action.
2. If a class holds an event one year, they have the right to hold it the following year except for events which are always held by a certain class i.e. Freshman, Sophomore, etc. such as the Homecoming.

ARTICLE X - DUTIES AND RESPONSIBILITIES OF ARHSSAC MEMBERS

1. To attend meetings of the ARHSSAC as called for by the Chairman or ARHS Principal.
2. To push any policy agendas of the ARHSSC that are agreed upon by the ARHSSAC Chairman.

ARTICLE XI - ARHSSC AND STEERING COMMITTEE IMPEACHMENTS

The following rules for removal of office will pertain to the Class Presidents, Class Vice Presidents, Class Treasurers,

Class Secretaries, and all the Student Council Representatives.

1. If the two Class Advisors or the Student Council Advisor believe that a person holding one of the aforementioned offices has acted in a way that is unbecoming of their office, they will write a letter requesting the officer in question be removed from office.
2. At this point, a meeting with the Student Council Advisor or the two Class Steering Advisors, one of the Assistant Principals or Principal, and all Student Council Officers will be called to further discuss the matter; the final decision will be made by the Assistant Principal or Principal present.

ARTICLE XII - REPLACEMENT OF OFFICERS

1. Should a Class officer be removed, a class-wide election (following the rules set forth in Article II, Section 1) shall ensue.
2. Should one of the removed students be an officer of the ARHS StuCo, an election shall ensue within the ARHS StuCo. If the Secretary or Treasurer moves on to a new position, an election for their position will also be held, following the initial replacement election.

ARTICLE XIII - REMOVAL OF ADVISORS

SECTION 1. STEERING COMMITTEE ADVISORS

Should the class officers of a given class--meaning the President, Vice President, Treasurer, Secretary, and 5 Representatives--unanimously agree that an(the) advisor(s) of the class has(have) acted in a way that was inappropriate, prejudiced, or otherwise unfair, they may request that the advisors be removed.

1. In such a case, the group will write a letter requesting the removal of an(the) advisor(s) to the ARHS Principal.
2. The Principal should consider the merit of the students' arguments and the legitimacy of their grievances. He or she may accept or reject the students' request.
3. These rules will take effect immediately if ratified.

SECTION 2. ARHSSC ADVISORS

The same rules listed in Article XIII., Section 1. apply to the ARHSSC Advisor(s).

SECTION 3. ARHSSAC ADVISORS

The same rules listed in Article XIII., Section 1. apply to the ARHSSAC Advisor(s).

ARTICLE XIV - RATIFYING THE CONSTITUTION

To ratify this Constitution, the following is needed:

1. The approval of $\frac{2}{3}$ of the Student Council.
2. The approval of the Chairman of the ARHSSAC.
3. The approval of the ARHS Principal.
4. The approval of $\frac{1}{2}$ of the following persons:
 - a. The ARHSSC Advisor, the ARHS Steering Committee Advisors.

ARTICLE XV - AMENDING THE CONSTITUTION

During an annual meeting the Constitution shall be opened up for the purposes of ratification.

To ratify the document, the following is necessary:

1. The approval of $\frac{3}{4}$ of the Student Council. The Advisor shall monitor votes regarding amendments.
2. The approval of the ARHS Principal.

ARTICLE XVI – STUDENT INITIATIVE PROCESS

This article shall define the process by which students may directly propose policies or initiatives to the ARHS StuCo and the ARHS Administration.

SECTION 1. DEFINITION

1. This process shall be known as the Algonquin Regional High School (ARHS) Student Initiative Process (SIP).
2. The SIP shall serve as a vehicle for students to voice their opinions regarding policy changes or ideas which they may have.

SECTION 2. PROPOSAL

1. If a student (“the petitioner”), regardless of involvement in a Steering Committee or Student Council, has an idea to change an aspect of school policy, they may collect a Student Initiative Proposal Packet (“the packet”) which shall be made easily accessible in the Main Office, the room of the ARHS StuCo Advisor, the Algonquin Website or each classes’ Canvas page, and any other locations which the ARHS StuCo Advisor or Principal sees fit.
2. The packet shall contain information for how the SIP works and what steps must be completed in order for the change to be considered. An example packet may be found [here](#).
3. Once the packet is complete, it shall be delivered to the ARHS StuCo. This body shall then discuss the proposal. The ARHS StuCo shall then either:
 - a. Provide written or verbal feedback to the petitioner, which would include what they would need to change in order for the ARHS StuCo to consider a revised version.
 - b. Vote to accept the proposal as is.
 - c. Vote to reject the proposal.
4. If rejected, the ARHS StuCo must provide justification for the verdict. In addition, a student may repeat the same process the following school year. If accepted, the proposal shall move onto the consideration of the Administration.
5. Once a proposal has been sent to the Administration, they must hold a meeting with the petitioner and, if the petitioner wants, delegates from the ARHS StuCO.
 - a. These delegates shall be chosen by process of self nomination and majority vote. The ARHS StuCo President shall decide how many delegates will be selected.
 - b. At this meeting, the Administration shall share their thoughts on the proposal. Following a process similar to Article XVI, Section 2, Clause 3 in which the administration continues to provide feedback until the proposal is approved or rejected. If rejected, the ARHS Principal must

provide justification for the verdict. In addition, a student may repeat the same process the following school year.

SECTION 3. IMPLEMENTATION

1. If a proposal has been approved by the ARHS StuCo and the ARHS Administration, it shall be implemented on a trial basis. Before implementation of the trial, the ARHS Administration, the appointed delegates of the ARHS StuCo (if applicable), and the petitioner shall create an implementation plan, which shall include the duration of the trial. Once a plan is agreed upon, it shall be implemented pursuant to said plan.
2. Through the duration of the trial, the ARHS Administration and ARHS StuCo shall gather data and opinions regarding the student body's opinion on the change. At the conclusion of the trial, the ARHS Administration, the appointed delegates of the ARHS StuCo (if applicable), and the petitioner shall review the observations. If the administration believes the change is beneficial to the student body, has been well received by the students and staff, and is logistically practical, then it shall advance to a vote by the student body at the next ARHS SGA election. If the trial does not satisfy the administration, a revised implementation plan may be trialed or the proposal may be terminated.
3. In addition to advancing to a vote, the administration may decide to continue the trial until elections are held.

SECTION 4. VOTING

1. If a proposal has been advanced to a vote, pursuant to Article XVI, Section 3, Clause 3, it shall be voted on. This vote shall be a simple majority vote of all students who participate in SGA elections. The vote shall be constructed as a question answerable with “yes” or “no.”
 - a. If the majority of the student body votes to implement the change, final meetings shall be held between the ARHS Administration, the appointed delegates of the ARHS StuCo (if applicable), and the petitioner to develop a final implementation plan. If the majority votes to not implement the change, the entirety of the student initiative process may be repeated in a future school year.
2. If the appointed delegates are no longer elected representatives, they shall be replaced by newly appointed delegates. If the formerly appointed delegates were no longer elected due to being a member of the graduating class, they may continue to take part in discussions if they so please. The same shall apply if the petitioner is a member of the graduating class.
3. Once an implementation plan has been agreed upon it shall take effect.
4. If, in a future school year, students believe a change made through the SIP should be reversed, they can propose the reversal through the same manner as the change was made, following the SIP.
5. The Administration is not required to follow the vote, both immediately after or later in the future. This process shall serve as an official method for students to influence school policy but the administration/school committee maintains the final say in all questions regarding policy.

LAST AMENDED MAY 6, 2021

