

# CONSTITUTION OF THE BALTIMORE COUNTY STUDENT COUNCILS

## ARTICLE I

### Name of Organization

- Section 1* The name of this organization shall be the Baltimore County Student Councils.
- Section 2* The official abbreviation of the Baltimore County Student Councils shall be BCSC.

## ARTICLE II

### Affiliation

- Section 1* BCSC shall maintain an affiliation with the Baltimore County Board of Education and the Maryland Association of Student Councils (MASC).

## ARTICLE III

### Purpose

- Section 1* The purpose of this organization shall be:
- A. To act as the official voice of, and as a representative for, the students and secondary school student councils of Baltimore County.
  - B. To promote the welfare of the students of Baltimore County and to work for the betterment of their education.
  - C. To promote the activities of the student councils and establish unity among the schools of Baltimore County.
  - D. To share constructive ideas and solve common problems.
  - E. To encourage better school-community relations in order to foster understanding and cooperation.
  - F. To extend training in democratic citizenship.
  - G. To provide opportunities for leadership training.

## ARTICLE IV

### Membership

- Section 1* Any public secondary school student council in Baltimore County shall be eligible for membership in BCSC and shall become a member upon the receipt of dues.

*Section 2* All policies regarding dues shall be provided for in the bylaws.

**ARTICLE V**  
General Assembly

*Section 1* All legislative powers herein granted shall rest with a legislative body to be known as the General Assembly. The General Assembly shall consist of delegates and voting members of the Executive Board.

*Section 2* The duties and responsibilities of the General Assembly shall include, but not be limited to the following:

- A. Conduct all legislative business;
- B. Elect the president, first vice-president, second vice-president, and public relations director;
- C. Regulate its committees;
- D. Hear the recommendations of the Executive Board;
- E. Remove any elected BCSC officer and/or appointed staff member from his/her position by a two-thirds vote after that officer has been impeached by the Executive Board;
- F. Override an Executive Board veto by two-thirds vote;
- G. Approve revision of BCSC Platform every two years; and
- H. Meet at least five (5) times a year.

**ARTICLE VI**  
Executive Board

*Section 1* All executive powers herein granted shall rest with the Executive Board.

*Section 2* Two types of membership shall form the Executive Board.

- A. The voting members of the Executive Board shall consist of the elected officers, and appointed staff specified in the bylaws.
- B. The non-voting members of the Executive Board shall consist of the BCSC Advisor, the student member on the Baltimore County Board of Education, all presidents of BCSC member schools, all of the General Assembly's committee chairpersons, and all Maryland Association of Student Councils and/or National Association of Student Councils elected officers from Baltimore County.

*Section 3* The duties and responsibilities of the Executive Board shall include, but not be limited, to the following:

- A. Oversee all BCSC activities;
- B. Call additional meetings by a majority of the executive board;
- C. Determine time and place of General Assembly meetings;
- D. Prepare the agenda for the General Assembly meetings;
- E. Act in an advisory capacity to the General Assembly;

- F. Executive all orders of the General Assembly;
- G. Veto General Assembly decisions by a two-thirds vote;
- H. Approve annual revision of BCSC Bylaws;
- I. Approve revision of BCSC Platform every two years;
- J. Execute the BCSC Constitution and Bylaws;
- K. Act on impeachment of BCSC officers;
- L. Approve appointed staff by a majority vote prior to the first General Assembly meeting;
- M. Approve, by a majority vote, the presidential appointment filling a vacant appointed position on the Executive Board; and
- N. Set a due date for all nominations for BCSC elected offices.

**ARTICLE VII**  
Representation

*Section 1* Three groups sharing similar duties and responsibilities shall be represented in the General Assembly.

- A. Each member school shall be represented by voting and non-voting delegates to the General Assembly.
  - 1. The number of delegates shall be based on the member school's enrollment which shall be followed accordingly:

<u>School Enrollment</u>	<u>Votes</u>
300-600	4
601-900	5
901-1200	6
1201-1500	7
1501-1800	8
1801-2100	9
2101 and up	10

- 2. Each member school shall be responsible for the selection of its delegates.
- 3. Voting members of the Executive Board shall not be included with the number of votes from his/her school.
- B. The Executive Board shall be represented by the elected officers and appointed staff of BCSC.
- C. Each of the General Assembly's committees shall be represented by the committee's chairperson.

*Section 2* All representatives shall have the following duties and responsibilities:

- A. Attend General Assembly meetings and debate on pending matters;

- B. Present concerns of constituents;
- C. Attend workshops and seminars;
- D. Be familiar with his/her school's, Baltimore County's, and the State of Maryland's youth-related issues and policies;
- E. Be familiar with his/her school's and BCSC's constitution;
- F. Draft and introduce legislation; and
- G. Cast votes in BCSC elections (voting delegates only).

## **ARTICLE VIII**

### Meetings

*Section 1* Executive Board – The Executive Board shall meet at least five times during the school year which shall be determined by the president or by a majority of the Executive Board. The president shall provide prior notice of all Executive Board meetings of at least two weeks to all BCSC Executive Board members.

*Section 2* General Assembly – The General Assembly shall meet at least five (5) times at a time and place determined by the Executive Board. The Executive Board shall provide prior notice of all General Assembly meetings of at least two weeks to all BCSC members.

*Section 3* All meetings shall be governed by Robert's Rules of Order, Newly Revised, except as specifically stated herein.

## **ARTICLE IX**

### Committees

Each of the General Assembly's committees and all policies regarding them shall be provided for in the Bylaws.

## **ARTICLE X**

### Advisor

*Section 1* There shall be an advisor to BCSC, which shall be appointed by the Board of Education of Baltimore County.

*Section 2* The advisor shall have the following duties and responsibilities:

- A. Coordinate and guide the organization; and
- B. Handle all finances of BCSC.

## **ARTICLE XI**

### Elected Officers

*Section 1* The elected officers of BCSC shall be the president, first vice-president, second vice-president, and public relations director.

*Section 2* Duties and responsibilities.

A. The President shall:

1. Preside over all meeting of the General Assembly and the Executive Board;
2. Review and revise the bylaws prior to the first General Assembly meeting;
3. Appoint all necessary staff members as specified in the Bylaws;
4. Report on current BCSC activities at all General Assembly meetings;
5. Report to the General Assembly at the end of his/her term concerning the state of BCSC;
6. Serve as the official representative of BCSC to the Maryland Association of Student Councils (MASC);
7. Determine the time and place of all Executive Board meetings;
8. Prepare the agenda for all Executive Board meetings;
9. Notify the first vice-president incase of inability to fulfill any of the above duties;
10. Be an ex-officio member of all General Assembly's committees; and
11. Perform all other duties evolving from the office.

B. The first vice-president shall:

1. Assume the duties and responsibilities of the president when he/she is unable to do so;
2. Supervise the enactment of all legislation passed by the General Assembly;
3. Be an ex-officio member of all the General Assembly's committees;
4. Act as a representative of the high school student councils; and
5. Aid the president in fulfilling his/her duties and responsibilities.

C. The second vice-president shall:

1. Assume the duties of the president when he/she or the first vice-president is unable to do so;
2. Encourage the participation of middle school student councils in BCSC;
3. Aid member middle school student councils in increasing their understanding of BCSC's policies, procedures, and activities;
4. Act as a representative of the middle school student councils;
5. Serve as the Middle School Representative to the Maryland Association of Student Councils (MASC); and
6. Coordinate the Middle School Leadership Conference

- D. The public relations director shall:
1. Represent BCSC at public occasions;
  2. Offer a statement of non-religious guidance or inspiration at all meetings of the general assembly;
  3. Establish and maintain relationships with the news media in order to promote BCSC;
  4. Serve as the editor of the BCSC newsletter; and
  5. Serve as official spokesperson for BCSC.

## ARTICLE XII

### Qualifications, Elections, and Term of Office

#### *Section 1*      Qualifications

- A. The president, first vice-president, second vice-president, and public relations director must be enrolled in a member school of BCSC throughout their entire term of office.
- B. The president and first vice-president must be enrolled in a member school of the Maryland Association of Student Councils (MASC) and the National Association of Student Councils (NASC).
- C. The president must be a high school student when elected.
- D. The first vice-president must be enrolled in a high school while serving in office.
- E. The second vice-president must be enrolled in a middle school while serving office.
- F. Nominees for president, first vice-president, and public relations director must have attended at least three general assembly meetings and at least two executive board meetings in the year they run to be eligible for office.
- G. Nominees for second vice-president must have attended at least two general assembly meetings and at least one executive board meeting in the year they run to be eligible for office.
- H. Nominees for president must have attended two Maryland Association of Student Council (MASC) events in the year they run to be eligible for office.

#### *Section 2*      Elections

- A. Regular Elections

1. All voting members of the General Assembly shall be given the right of suffrage in the regular election of BCSC officers.
2. All nominations must be submitted by a deadline established by the executive board.
3. All nominations shall be formally acknowledged at the third to the last meeting of the general assembly.
4. In the event that no person has filed for a BCSC office by the deadline, nominations for that office shall be accepted from the floor at the third to last meeting of the general assembly.
5. All balloting shall be preferential and shall be conducted according to Robert's Rules of Order, Newly Revised.
6. All regular elections shall be held during the second to last General Assembly meeting of the school year.

B. Special Elections

When the office of first vice-president, second vice-president, or public relations director becomes vacant, prior to a regular election, the executive board shall, by preferential balloting according to Robert's Rules of Order, Newly Revised, elect a person not already an elected officer to fill that office.

*Section 3* Term of Office

All newly elected BCSC officers shall serve as an officer-elect for the period following their election until the last General Assembly meeting. The elected officers shall serve their term of office until the new officers are installed.

**ARTICLE XIII**  
Appointed Staff

*Section 1* All duties and responsibilities of all appointed staff shall be provided for in the bylaws.

*Section 2* Qualifications

All appointed staff shall be enrolled in a Baltimore County secondary school throughout their entire term of office.

*Section 3* Appointments

All appointments shall be made by the president and shall be approved by a majority vote of the Executive Board prior to the first General Assembly meeting.

*Section 4* Term of Office

All appointed staff shall serve from the time of their approval by the Executive Board until the last General Assembly meeting, following the election of new officers.

## ARTICLE XIV

### Removal and Replacement

*Section 1* Elected Officers and Appointed Staff

A. Removal

1. The impeachment of an elected officer/appointed staff member shall occur when a petition stating the charges against the officer/appointed staff member, which impedes his/her performance and/or ability to perform his/her duties and which is approved by a majority of the members of BCSC, is filed with the Executive Board.
2. Upon the filing of the petition, the Executive Board shall investigate the charges as to their validity.
2. After investigation of the charges, the Executive Board shall hold a hearing on the impeachment, at which time the accused elected officer/appointed staff member and the member who filed the petition may present their cases.
3. After the hearing, the Executive Board shall vote on the removal of the elected officer/appointed staff member, which shall require a two-thirds (2/3) vote.

B. Replacement

1. President - When the officer of president becomes vacant, the first vice-president shall become president, and a new first vice-president shall be chosen.
2. First Vice-President, Second Vice-President, and Public Relations Director - When the office of first vice-president, second vice-president, or public relations director becomes vacant, prior to a regular election, the Executive Board shall fill that office by the following rules of Article XII (Qualifications, Elections, and Terms of Office), Section 2, B.
3. Appointed Staff - When the office of an appointed staff member becomes vacant, the normal procedure for appointments shall be followed to fill that office.

*Section 2* Committee Chairperson - Procedures for removal and replacement of the chairpersons of the General Assembly's committees shall be provided for in the bylaws.

## ARTICLE XV

### Bylaws

*Section 1* There shall be a set of fundamental and policies subject to change placed at the end of this document to be known as the bylaws.

*Section 2* The bylaws shall contain:

- A. All policies regarding committees; and
- B. The duties and responsibilities of all staff members.

*Section 3* Revision - Each new president shall revise the bylaws and submit his/her revision to the Executive Board prior to the first General Assembly meeting for its approval.

*Section 4* Amendments

- A. Executive Board - The bylaws shall be amended by a two-thirds (2/3) vote of the Executive Board.
- B. General Assembly - The bylaws shall be amended by a majority vote of the General Assembly.

## **ARTICLE XVI**

### Amendments

*Section 1* Prefiled - When a proposed amendment to this document is prefiled in the General Assembly, it shall pass with a two-thirds (2/3) vote of the General Assembly.

*Section 2* Spontaneous - When a proposed amendment to this document is not prefiled in the General Assembly, it shall pass with a four-fifths (4/5) vote of the General Assembly.

*Section 3* For consistency in technical areas, the president shall appoint, when he/she deems it necessary, a person to review the Constitution and make any changes needed for the document to be grammatically correct, provided that the intent of the clause is not changed.

## **ARTICLE XVII**

### Ratification

This document shall be ratified by a two-thirds (2/3) vote of the General Assembly.

**RATIFIED** - April 25, 1995

## **Amendments to the BCSC Constitution**

### AMENDMENT 1 [1996]

Section 1 - Article XII: Section 1A

The president, first vice-president, second vice-president, and public relations director must be enrolled in a member school of BCSC throughout their entire term of office.

Section 2 – Article XIII: Section 2

All appointed staff shall be enrolled in a Baltimore County secondary school throughout their entire term of office.

AMENDMENT 2 [2008]

Section 1 – Article IV: Section 1

Any public secondary school student council in Baltimore County shall be eligible for membership in BCSC and shall become a member upon the receipt of dues.

Section 1 – Article XII: Section 1C

The president must be a high school student when elected.