

**The Constitution
of
Canyon Crest Academy Associated Student Body**

Mission Statement

Canyon Crest Academy Associated Student Body is a professional group of students dedicated to supporting and unifying the school's community. By being representatives of the students' ideas and opinions we create an environment that inspires school spirit and embraces diversity. Our ultimate goal is to create a positive connected feeling on campus that encourages students to strive for excellence.

Article I

Organization

Section 1 - NAME: This organization shall be known as the Associated Student Body of Canyon Crest Academy.

Section 2 – Canyon Crest Academy MISSION STATEMENT: ASB's mission is to unify the school's community and promote a spirited, diverse, and accepting CCA culture. (Most current Mission Statement)

Section 3 – CORE VALUES: The core values of the Canyon Crest Academy Associated Student Body are: Honesty, Respect, Responsibility, Trust, Dedication, Initiative, Learning, and Time Management.

Section 4 - EMBLEM: The official emblem of Canyon Crest Academy shall be the Raven.

Section 5 - COLORS: The official colors of Canyon Crest Academy shall be Red and Black.

Section 6 - MEMBERSHIP: Membership and full privileges of this organization shall be granted to all students who pass the interview process and abide by this constitution unless determined ineligible by the administration of Student Council. Students must go through the application and interview process, and then their decision will be made by the executive committee and advisor.

Article II

Executive Council

Section 1 - OFFICES: The executive offices of this association shall consist of a president, vice-president, a secretary, and a treasurer. Elected officers shall be known as the Executive Committee of the Associated Student Body of Canyon Crest Academy. The executive president and vice president will be elected by the entire student body and the Secretary and Treasurer will be appointed.

Section 2 - DUTIES: It shall be the duty of the Executive Committee to consider all matters concerning the student body and to be associated with administration. The Executive Council will charter all student organizations, conduct student body elections, lead weekly Wednesday meetings, coordinate the calendar, and direct all school affiliated student activities.

Section 3- INDIVIDUAL EXECUTIVE COUNCIL DUTIES:

President - The President shall execute the Chief duties and responsibilities of the Student Government and the ASB class. The President shall reside and conduct all member meetings, unless other circumstances arise. The President shall have further powers, duties, and responsibilities as assigned by the Executive Council and the ASB class.

Vice President – The Vice President shall exercise the powers and duties of the President in the absence of the President. The Vice President shall have further powers, duties, and responsibilities delegated by the President.

Secretary – The Secretary shall be responsible for the recording, filing, posting, delivering, maintaining, and reporting all minutes of all general ASB meetings and Executive Council meetings. The Secretary shall also be responsible for taking attendance at the meetings. In the absence of the President, Vice President, and Treasurer, the Secretary shall preside over the general meetings.

Treasurer – The Treasurer shall be responsible for the monetary transactions concerning the funds of the student body and the ASB class. The Treasurer will be responsible for presenting all fiscal items at the general member meetings.

Section 4 - MEETINGS: The Executive Committee shall meet weekly during the school year on Wednesdays. Minutes of the business meetings of this council shall be kept, published, and recorded by the Executive Secretary.

Article III

Student Council

Section 1 - MEMBERS: The Student Council shall consist of all members of the Executive Committee and all members who are enrolled in the class by passing the interview process.

Section 2 - DUTIES: It shall be the duty of the Student Council to coordinate all various activities of the student body. This council shall also act as a representative forum for the student body. Members shall work together in every possible way to promote the best interest, unity, and spirit of Canyon Crest Academy. The Student Council shall be broken up into separate committees, each consisting of a manager or president, publicity or vice president, secretary, and a treasurer. The committees may have more than four people but these previously stated roles must be filled.

Section 3 - MEETINGS: The Student Council shall meet weekly on Wednesdays to plan and discuss events. These meetings shall be conducted by the Executive Committee. Each committee shall meet separately to discuss planning and details for their events; this will occur as often as needed. The minutes shall be recorded by the secretary of the committee. In the event of an absent Vice President, Treasurer, or Secretary, that officer shall have a trained substitute who will take the place of that officer during the meeting. If the President is absent during a meeting the Vice President will assume the President's duties for the meeting. A quorum must be present at any Student Council meeting in order for the votes to be binding. A quorum will be defined as at least two-thirds of the current enrollees of the class.

Section 4 - CONSTITUTIONAL AMENDMENTS: Any amendments to this constitution must be proposed and discussed prior to voting by the Student Council and must be passed unanimously during the weekly meeting.

Article IV

Clubs

Section 1 - CLUBS: Any groups of students that desire to form a club with worthwhile objectives are encouraged to do so. All clubs within the school must have a constitution on file, be approved by the Executive Council and ASB class, and have an assigned faculty advisor.

Section 2 - CLUB OFFICERS AND QUALIFICATIONS: Club officers shall be defined by their respective constitutions.

Section 3 - DUTIES: The duties of the club should concern with the pursuit of the club's interest so that the club remains effective and successful.

Section 4 - RENEWAL: If a club would like to renew their club they must fill out a renewal form.

Section 5 - SCHOOL SPONSORED VS. NON-SCHOOL SPONSORED STATUS: All clubs must register as School Sponsored or Non-School Sponsored based on the needs, interests, and membership requirements of the club. These definitions and the applicable rules and regulations that apply to them will be determined by Ed Code and the relevant district and state statutes.

Article V

Elections

Section 1 - OFFICES: To qualify as an officer of the Associated Student Body as President, Vice-President, Secretary, Treasurer, or Senior Class President, a student shall be a member of the junior class and will have been in ASB for at least one semester. To qualify for a class position as President or Vice-President, the applicant must belong to their respective class. The sophomore, junior, and senior class officers will be elected by students in their particular grade. To qualify for a freshman class President or Vice-President the applicant must be a freshman in the ASB class and will be appointed by the Executive Committee in the first two weeks of their freshmen year. Qualification to maintain a Student Body office shall be at least a 2.5 grade average. The Student Council shall have power to vacate any office whose occupant is consistently delinquent in the matter of maintaining the 2.5 average or in his actions.

No Student shall be eligible to hold more than one major office at one time.

Section 2 - ELECTION COMMITTEE: The election committee shall consist of the current Student Body officers, the Executive Council advisor, and the school principal.

It shall be the duty of this committee to give general supervision to the election: to print and distribute the ballots, to tabulate the votes, to announce the results of the elections, and to conduct such other activities and business as may be necessary to carry on an election which will be fair and just to all concerned.

Section 3 - INSTALLATION OF THE STUDENT BODY OFFICERS: Student Body Officers shall be installed at the beginning of the new school year and will hold office through the year unless removed from office.

The incoming officers shall be installed by the immediate former Student Body President, Vice-President, Secretary, or Social Vice-President, or by the immediate past Senior Class Officers.

Section 4 - ELECTION PROCEDURE:

All students interested in running for a position must pass the interview process.

No more than three candidates will be chosen for each available position. In the event of more than three candidate applying, the candidate interviews along with administrative input will be used in determining the final list of candidates.

Appointed position applicants can also run for an Executive Committee position but not a class officer position.

All candidates will have the opportunity to campaign through the use of flyers, posters, etc.

The winner will be chosen by direct vote from the student population.