LITTLEROCK HIGH SCHOOL A.S.B. CONSTITUTION PREAMBLE

We, the students of Littlerock High School, in order to promote unity and harmony among ourselves, provide opportunities for personal and social growth through student activities, and encourage high moral standards and scholastic aptitude, do hereby ordain and maintain this constitution of and for the associated student body of Littlerock High School.

ARTICLE I NAME AND IDENTIFICATION

Section A: The official name of this organization shall be the Associated Student Body of Littlerock High School.

Section B: The official nickname of Littlerock High School is the "Lobos."

Section C: The Official colors of Littlerock High School shall be Kelley Green, silver and Royal Blue.

Section D: The official Alma Mater of Littlerock High School shall be as follows:

From the edge of the desert floor,
Our hearts sing out forever more,
Purple mountains and cactus dew,
Littlerock we'll be true.

With loyalty, we hold our colors, Blue, green, and silver with pride, Spirit through unity lifts us above all, With memories by our side.

Its thanks we give to our Alma Mater,
We stand for you and proudly bow,
Our hearts won't say good-bye,
Hear the lobo cry.

ARTICLE II MEMBERSHIP

Section A: All duly registered students at Littlerock High School may hold membership in their association.

Section B: Honorary membership in the Associated Student Body of Littlerock High School may be conferred by a two-thirds vote of the Senate.

Section C: Members shall be entitled to one vote in all ASB elections as well as initiatives and referendums and shall have all privileges that are granted to them by the Board of Control (BOC).

Section D: Any student charged with a refraction of ASB or school rules, subjects himself or herself with removal from ASB and forfeits all privileges thereof.

Section E: An ASB card signifies that yearly organizational dues have been paid. The student government shall regulate benefits and dues.

ARTICLE III SOURCE OF POWER AND SUPERVISION

Section A: There shall be at least one faculty advisor appointed by the Principal as the designated representative for carrying out projects of student activities of the Associated Student Body.

Section B: All student power it derived from the Board of Trustees and is delegated by the principal; the principal may directly or through the advisor revoke student power at any time for any just cause.

ARTICLE IV BOARD OF CONTROL

Section A: The executive powers of the ASB shall be vested in the Board of Control.

Section B: The BOC shall have charge of the following:

- 1. The promotion of any activities created by the ASB.
- 2. The handling of all student body funds.
- 3. The Board shall formulate a budget for the ensuing school year and enforce the existing one.
- 4. The Board shall have the authority to create committees for the reviewing of any existing or pending systems.
- 5. To enforce a definite set of rules which apply to school functions and school organizations.
- 6. To determine a list of all traditions of the school. It will not legally be considered a tradition until it has been recognized by a seventy-five percent (75%) vote of the BOC, has been approved by the principal, and has been entered on a list of traditions by the ASB secretary. The Senate will be notified of any such action within one week by the Commissioner of Elections.
- 7. As the Executive Branch, the BOC may make recommendation as necessary to any item falling under the title of student activities.
- Section C: The Executive Board shall consist of the ASB President, ASB Vice-president, ASB Secretary, ASB Treasurer, and the four Class Presidents.
- **Section D:** The Executive Board shall be elected by the ASB. All other BOC officers are appointed by the Newly elected Executive Board.

ARTICLE V OFFICERS

Section A: The elected officers of ASB shall be the following:

- 1. ASB President
- 2. ASB Vice President
- 3. ASB Secretary
- 4. ASB Treasurer
- 5. Senior Class President
- 6. Junior Class President
- 7. Sophomore Class President
- 8. Freshman Class President

Section B: The appointed officers of the ASB shall be the following:

- 1. Advertisement Commissioner
- 2. Athletic Commissioner
- 3. Club Commissioner
- 4. D.J. Commissioner
- 5. Elections Commissioner
- 6. Entertainment Commissioner
- 7. Fundraising Commissioner
- 8. Historian
- 9. ICC Representative

- 10. Inventory/Acquisitions Commissioners
- 11. Leading Lobo
- 12. Room Manger
- 13. Spirit Commissioner
- 14. Student Recognition Commissioner
- 15. Staff Recognition Commissioner
- 16. Yearbook Commissioner

ARTICLE VI FINANCES

- **Section A:** All ASB funds will be expended so as to benefit the student body, either directly or indirectly, in accordance with the California Educational Code and the Board of Education regulations.
- Section B: All expenditures must be approved by the Board of Control (BOC)
- **Section C:** All requests for expenditures of student funds require the signature of the designated Treasurer and the Advisor.
- **Section D:** All class, club, or organization money must be deposited with the Student Body Account Secretary daily to meet California Educational Code requirements and to maintain security.
- Section E: An annual balanced budget will be prepared by the ASB Treasurer and Activities Director before the end of the fiscal year (July 1). This budget will determine and direct the financial programs of the ASB for the year.
- **Section F:** Any Club, Class, or organization that borrows money from the ASB, must repay any outstanding debt and all obligations to the ASB before the end of the school year.
- **Section G:** Any Club or Class that does not comply with the rules of the ASB Loan Policy may not receive the services offered by the ASB.

ARTICLE VII POWERS

All powers granted in the Constitution are derived from the Principal as prescribed in the California State Educational Code and exercised only with his/her consent or approval. He/she may at any time declare this constitution either wholly or in part suspended or to be null and void. He/she has the power to remove from office any officer at any time for any just cause.

ARTICLE VIII ELECTIONS

Section A: Time line for elections:

1. Elections for elected Senate officers will be conducted under the supervision of the ASB Advisor and Commissioners of Elections, beginning no sooner than mid April of each year and organized according to the established procedure. In the event that the Commissioner of Elections is a candidate for office, the ASB President or the next highest-ranking officer who is not in conflict for an officer, shall assume all responsibilities. If all officers become candidates, the Director of Activities, and an appointed officer, shall assume all responsibilities.

- 2. The interview process for the appointed positions will begin no sooner that mid April of each year according to the established procedure. In the event that the Commissioner of Elections is a candidate for office, the highest officer who is not running for an office shall assume all responsibilities. If all officers become candidates, the Director of Activities shall assume all responsibilities.
- 3. Appointment of Freshmen class officers will be conducted by the Commissioner of Elections no later than the beginning of the year and according to the established procedure.

ARTICLE IX IMPEACHMENT

Section A: Elected and appointed officers will be impeached if:

- 1. They fail to perform their duties of their office in a timely manner.
- 2. They are absent to the extent that the ASB is unable to function properly or have over ten percent (10%) absences regardless of reason.
- 3. They have three or more unexcused absences.
- 4. They are no longer in the ASB Student Government Leadership Class.
- 5. They do not maintain a 3.0 GPA or receive lower than a B in the Leadership Class.
- 6. Their behavior in or out of school has become questionable and will be tarnish ASB's reputation and/or effectiveness. ASB Representatives are expected to maintain the highest standard of behavior and act as roll models to his/her peers, this includes dress code.
- Section B: To enact the impeachment process, the deficiency must be brought to the attention of the Executive Board and the ASB Advisor, by a Littlerock High School student, teacher, staff member, parent, or administrator. After a thorough in-depth investigation, if the charges prove to be true, it is the decision of the Executive Board and the ASB Advisor to remove the member from their position and take any action necessary to protect the welfare of the student and the ASB.

Section 3: Only the Principal can reinstate an officer.

- 1. Vacancies in the BOC shall be filled at the earliest possible time by the President's appointment upon the approval of the BOC.
- 2. The fine of succession of ASB President in case of permanent disability; ineligibility or resignation of both the ASB President and ASB Vice-president and until an appointment can be made shall be (1) Senior Class President, and (2) Junior Class President.

ARTICLE X AMENDMENTS

- **Section A**: Amendment Proposals: Amendments to this Constitution must be submitted in writing during a regularly scheduled meeting of the Senate or the Homeroom Assembly. Each proposal may be accepted or received by a simple majority vote of the Senate or the Homeroom Assembly.
- Section B: Posting of Proposed Amendments and Revisions:

All accepted amendments and revisions proposed must be posted in a conspicuous place for at least five school days.

Section C: Amendment Vote:

Any amendment or revision to become a part of this constitution, must be approved by not less than two-thirds (2/3) vote of the Homeroom Assembly and a three-fourths (3/4) of the Senate. If the amendment or revision is approved it shall be added to this constitution.

Article XI APPROVAL

This constitution shall be in effect as soon as ratification by 3/4 of the Senate and 2/3 of the Homeroom Assembly.

BY-LAWS OF THE LITTLEROCK HIGH SCHOOL CONSTITUTION

ARTICLE I DUTIES OF MEMBERS OF THE SENATE

Section A: Student Body President

- 1. Shall be executive officer of the Senate.
- 2. Shall preside at all student body activities.
- 3. Shall have the power to appoint committees of the Senate and of the Student Body as deemed necessary.
- 4. Shall coordinate all Associated Student Body activities.
- 5. Shall represent the best interest of the Student Body at all times and on all occasions.
- 6. Shall maintain regular communications with the ASB Advisor and the Principal.
- 7. Work with the Advisor to establish yearly objectives and goals for ASB and the leadership class.
- 8. Shall be responsible for upholding the Constitution and By-laws as well as resolutions that are in effect.
- 9. May form and dissolve committees for specific purposes upon approval from BOC and the Vice-Principal of Activities.
- 10. Shall have the ability to sign checks from related ASB or class accounts, only after the expenditure has been approved by the Board in the absence of the ASB Treasurer.
- 11. Shall remain impartial during BOC meetings and shall vote only in the case of a tie.
- 12. May have other powers granted within the limits of the Constitution by the BOC.
- 13. Shall assist the Senior Class Officers in all of their duties.

Section B: Student Body Vice President

- 1. Shall assume the duties of the President in his/her absence.
- 2 Shall serve as President of the Senate.
- 3. Shall assist the Junior Class Officers in all of their duties.

Section C: Student Body Secretary

- 1. Shall act as recording and corresponding secretary for the Senate
- 2. Shall maintain a complete record of all Senate meetings and business
- 3. Shall maintain a file of the Senate minutes open to any interested student, faculty, or administrator
- 4. Shall be responsible for collecting all committee reports and filing them.
- 5. With the assistance of the President, shall insure that there are agendas for all Senate formal meetings.

Section D: Student Body Treasurer

- 1 Shall work in cooperation with the Advisor, the Senate and the Financial Secretary in handling funds and accounts within the Associated Student Body.
- 2 Shall make disbursement of funds through the proper and legal procedures.
- 3. Shall submit a financial report of the Associated Student Body fund to the Senate upon request.
- 5. Shall have the responsibility of coordinating and formulating the Associated Student Body budget in the spring semester of each year
- 6. Shall work with and submit financial records to Financial Secretary on a weekly basis.

Section E: Senior Class President

- 1. Shall act as the executive officers of the Senior class and represent their class in the Senate.
- 2. Responsible for coordinating all Senior Class activities
- 3. Shall hold regular class meetings.
- 4. Shall serve as chairman of Homecoming Dance

Section F: Junior Class President

- 1. Shall act as the executive officers of the Junior class and represent their class in the Senate.
- 2. Responsible for coordinating all Junior Class activities
- 3. Shall hold regular Class meetings
- 4. Shall serve as Chairman of the Prom.

Section G: Sophomore Class President

- 1. Shall act as the executive officers of the Sophomore class and represent their class in the Senate.
- 2. Responsible for coordinating all Sophomore Class activities
- 3. Shall hold regular Class meetings.
- 4. Shall serve as Chairman of Winter Ball.

Section H: Freshman Class President

- 1. Shall act as the executive officers of the Freshman class and represent their class in the Senate.
- 2. Responsible for coordinating all Freshman Class activities
- 3. Shall hold regular Class meetings
- 4. Shall serve as Chairman of the Sadie Hawkins Dance.

ARTICLE II DUTIES OF ASB APPOINTED OFFICERS

Section A: Commissioner of Advertising

- 1. Shall be responsible for all BOC advertisements including but not limited to the bulletin, flyers, and posters.
- 2. Shall schedule the removal of tape residue and garbage resulting from posters and flyers.
- 3. Shall be the chairperson of all publicity committees.
- 4. Shall inform the Inventory Commissioner of supplies needed.
- 5. Shall see to the clean-up within the ASB room.
- 6. Shall update scroll message board weekly.

Section B: Commissioner of Athletics

- 1. Shall be the representative at the Athletic Department to the Senate.
- 2. Shall work in close coordination with the commissioner of Pep in promoting athletics.

- 3. Shall be responsible for all athletic awards held at the end of each season.
- 4. Produce an athletic budget in cooperation with ASB Treasurer for BOC approval.
- 5. Maintain a calendar of all athletic events.
- 6. Coordinate ticket sales, concessions, etc. necessary for all athletic events.
- 7. Shall be responsible for publicity for all athletic events.
- 8. Act as a liaison between the School Spirit Commissioner and the coaches and players.
- 9. Shall assume any duties that fall under all athletics.

Section C. Commissioner of Clubs:

- 1. Shall keep an accurate file of all clubs on the campus which shall be open to public inspection.
- 2. Help to organize and establish new clubs on campus when appropriate.
- 3. Coordinate and conduct Club Rush Day & End of the Year Carnival
- 4. Maintain club files and correspondence
- 5. Maintain updated list of all clubs and advisors

Section D: DJ

- 1. Shall be responsible for processing all requests to use the ASB sound system.
- 2. Shall be responsible for the maintenance of the ASB sound system and will make recommendations to the BOC regarding maintenance and use.

Section E: Commissioner of Elections

- 1. Shall be responsible for organizing all ASB and class officer elections in coordination with the ASB Advisor.
- 2. Shall be responsible for organizing all court elections including Homecoming, Winter Ball, and Prom in coordination with the ASB Advisor.
- 3. Shall enforce all campaign rules and procedures.
- 4. Shall determine if election procedures are fair and correct for all campus organizations.
- 5. Shall be in charge of all elections or voting held during BOC meetings.
- 6. Shall notify the Senate of newly recognized traditions.

Section F: Commissioner of Entertainment

- 1 .Shall work closely with the faculty, coaches, and the Senate in planning and executing Pep Rallies.
- 2. Shall be responsible for the presentation of all activity applications to the BOC for approval.
- 3. Shall coordinate and keep a record of all ASB activities.
- 4. Shall maintain a calendar of all school wide activities.

Section G: Five ICC Representatives

- 1. Only the ICC Senator shall have the power to vote during the BOC meetings.
- 2. Shall be in charge of the Mr. Lobo contest,
- 3. Shall represent the ASB at the district level.
- 4. Shall perform duties as set forth by the ICC.
- 5. Shall organize Community Service Projects.

Section H: Commissioner of Fundraising

- 1. Shall be responsible for all matters concerning BOC fundraising and act as the chairperson.
- 2. Shall enforce rules and policies regarding fundraising.

- 3. Shall act as the liaison between the BOC and the Senate.
- 4. Shall be responsible for the presentation of all fundraising applications to the Senate for approval
- 5. Shall notify all advisors on approvals or disapprovals of all fundraising activities.
- 6. Shall maintain a calendar of all fund-raisers.

Section I: Historian

1. (To be selected from currently seated Senate members by the Senate majority) keep an accurate visual and written account (scrapbook) of the student body activities during the entire school year.

Section J: Commissioner of Inventory/Acquisitions

- 1. Shall maintain a list of all items owned by the ASB. The list shall include the name of the item, the date of purchase, the name and address of the firm from which the item was purchased, the cost and the location of the item.
- 2. Shall provide for the maintenance of all equipment in coordination with the ASB Advisor.
- 3. Shall research and comparison shop those items deemed necessary by the BOC and then make a report to the Board.
- 4. Shall order supplies upon approval of the BOC items including but not limited to balloons, butcher paper, helium, points, etc.
- 5. Shall be responsible for the purchase order requests and check requests for all items pertaining to the ASB.
- 6. Shall obtain facility requests upon approval of the BOC for any ASB activities.

Section K: Room Manager

- 1. Shall be in charge of organizing the supply closet.
- 2. Shall make sure that the ASB class is keeping the room clean.

Section L: Commissioner of School Spirit

- 1. Shall chair all assembly committees.
- 2. Shall create and coordinate spirit activities that increase school involvement.
- 3. Shall help with decorations of assemblies and rallies.
- 4. Shall organize lunchtime activities for Fridays and spirit weeks.
- 5. Shall organize and chair all ASB Spirit Days including the Battle of the Classes Week.
- 6. Shall maintain records of and handle the awards for all competitions.
- 7. Shall see to the decoration of all home athletic events.

Section M: Commissioner of Staff/Faculty

- 1. Shall be responsible for organizing Teacher of the Month.
- 2. Shall recognize teachers/staff that participate in school spirit.
- 3. Shall organize teacher teacher/staff appreciation.

Section N: Commissioner of Student Recognition

- 1. Shall be responsible for organizing Student of the Month.
- 2. Recognize student for their academic excellence.

Section O: Three Leading Lobos

- 1. Leading Lobos shall assist any and all Commissioners in all their endeavors.
- 2. Shall assist the Sophomore and Freshman classes in all of their planning and projects.

3. Shall make sure that the ASB class is unified by setting up unity days.

Section P: Commissioner of Yearbook

1. Shall be a liaison between ASB and Yearbook.

ARTICLE III QUALIFICATIONS

Section A: General Qualifications

- 1. All candidates for office must be currently enrolled as an undergraduate student of Littlerock High School in good standing.
- 2. All candidates for the Associated Student Body offices must have at least a 3.0 grade average if elected, and
- 2.5 if appointed during the semester preceding application for office and must meet prior to candidacy, citizenship, attendance and other requirements established in the Student Election Policy. All officers must maintain a 3.0 grade average during their term of office.
- 3. The ASB President must have served on Senate during the previous year and have maintained a 3.0 GPA with no "Us" or "Fs," not been on probation with the Senate.
- 4. The Vice President must have served on Senate one year and have maintained a 3.0 GPA with no "Us" or "Fs."
- 5. After elections, when final spring semester grades are released, all elected candidates must maintain their 3.0 GPA or they will automatically be removed from office.
- 6. All officers must maintain election qualifications as established in this article during their term of office. Failure to do so shall result in temporary probation and/or permanent suspension from their office's duties as seen fit by the appropriate administrative and student authorities.
- 7. All officers of this Associated Student Body must maintain satisfactory citizenship grades. Any "U" in citizenship could result in temporary probation and/or permanent suspension from that officer's duties after a review by the appropriate administrative and student authorities.
- 8. All officers must maintain excellent attendance. Poor attendance may result in disqualification/removal from office.
- 9. The term of office for all officers of this Associated Student Body shall be one year ending the last official day of school.
- 10. All officers of this Associated Student Body shall be responsible for carrying out the duties assigned to them through the By-Laws, the faculty advisor to the specific group, and all adopted policies. Failure to do so may result in suspension or removal from office.
- 11. All officers of this Associated Student Body will be expected to abide by all school regulations (See Senate Contract in Policy section). Violations of any regulations could mean temporary Probation and/or permanent suspension from that office, dependent upon the seriousness of the violations. In such cases, final the administration and/or faculty will make determination, only after both sides have been given equal chance to respond.
- 12. All officers of this Associated Student Body elected or appointed must purchase an Associated Student Body Card.

ARTICLE IV GENERAL STUDENT BODY ELECTIONS

Section A: Any student may run for an elective office provided:

- 1. He or she flies a petition.
- 2. He or she has a grade point average of 3.0 or higher.
- 3. A student may hold only one class or ASB office at a time.

Section B: Executive Board.

- 1. ASB President
 - a. Candidate must be entering Senior year in high school
 - b. Candidate must have attended Littlerock High School for six semesters.
 - c. Candidate must have two years in high school student government leadership experience; one year may include club or senate.

2. ASB Vice-president

- a. Candidate must be entering either their Junior or Senior year in high school.
- b. Candidate must have attended Littlerock High School for at least four semesters.
- c. Candidate must have two semesters in high school student government leadership class.
- 3. ASB Secretary and ASB Treasurer
 - a. Candidate must be entering their Sophomore, Junior, or Senior year in high school.
 - b. Candidate must have attended Littlerock High School for at least two semesters.
 - c. Candidate must have two semesters in high school student government leadership class.
- 4. Senior Class President
 - a. Candidate must be entering their Senior year in high school.
 - b. Candidate must have two semesters in high school student government leadership class, may include senate.
- 5. Junior Class President
 - a. Candidate must be entering their Junior year in high school.
 - b. Candidate must have one semester in high school student government leadership class, may include senate.

Section C: Method of Nomination

- 1. Petitions to run for ASB offices and class offices shall be opened before the date of the election. Campaigning shall close at 3:00 p.m. the day prior to elections.
- 2. A constant tabulation of the number of petitions turned in shall be kept in the ASB office. On the number and not the names of the persons running shall be given. This information will be made available to any student requesting such information. This information must be posted at least once before the deadline for turning in petitions.
- 3. If no one has filed a petition for office, the new elected BOC, within one month of its election, shall review the duties of that office, to determine if that office is necessary.
 - a. 1f the office is considered as needed, and then the BOC may appoint a person to fill the office.
 - b. The procedure previous described for elect-appoints will then be used if he or she is to take the office.
 - c. If it is not considered necessary, the BOC may abolish the office for that year.
- d. If two consecutive Boards of Control determine, after deliberation, that the Office is not necessary, steps may be taken to eliminate that office permanent.
 - e. The Constitution must be amended if such action is to be considered official.

Section D: Balloting

- a. Regular elections shall be held at the most convenient date during the first half of the fourth guarter.
- b. If two or more persons are running for an office, the one receiving the highest number of votes shall be declared elected.

- c. The Elections Commissioner, ASB Advisor, and the Vice-Principal of Activities will verify the tallies before winners are announced.
- d. The Elections Commissioner must coil for a run-off in the event one is needed.

Section E: Recall

- a. Upon the petition of ten percent (10%) of the ASB demanding a recall election, the incumbent and at least one other candidate shall be made to stand for the election.
- b. Any official who is subjected to a recall election shall have the opportunity to defend him or herself before the Student body.

Section F: Appointed Offices

- 1. The appointee shall meet all requirements as specified for any other officer.
- 2. If given the right to vote, the appointee shall have one vote.
- 3. If the appointee office is not already considered an ASB office, the BOC may make it one, after the second consecutive meeting by amending this Constitution, and passage of a sixty percent (60%) vote of the ASB members that vote that day.
- 4. The appointee will serve only during the year in which he or she was appointed.
- 5. Appointed offices will be filled within two weeks of ASB and class elections.
- 6. Students will fill out appropriate applications and write an essay to be voted on by the newly elected Executive Board and the ASB Advisor. One person will then be chosen for each position. The ASB Advisor and the Vice-Principal of Activities shall have the final say in the appointments.
- 7. Upon notification, newly appointed officers will sign on impeachment waiver. This waiver is in the event the BOC deems at any given time that an appointed officer is not doing his job.

ARTICLE V

PARLIAMENTARY PROCEDURE

<u>Section A:</u> Unless otherwise provided for in the Constitution. "Robert's Rules of Order- shall be the basis of authority in all parliamentary procedures. The Parliamentarian will decide all questions concerning order.

Section B: Speaking privileges are reserved for the BOC and approved guests.

ARTICLE VI

MEETINGS

- Section A: The Executive Board shall meet weekly during the school year on a given day prior to the BOC meetings.
- Section B: The BOC shall meet weekly during the school year and shall be held on campus during school hours. The meeting shall be under the direct supervision of the ASB Advisor or the Vice-Principal of Activities. Exceptions to this rule must be approved by the Vice-Principal of Activities.
- <u>Section C:</u> Meetings shall be mandatory for all Board members. A maximum of three un-excused absences per semester shall be allowed. Failure to attend the regularly scheduled meetings is grounds for dismissal from office. The ASB Advisor or the Vice-Principal of Activities shall determine the excused absence policy.
- <u>Section D:</u> All ASB officers and Class Presidents, with the exception of the ASB President, shall have one vote. The ASB President shall vote on in the case of a tie. Members must be present to vote. Secret balloting is a reserve right held by the BOC.
- Section E: A quorum and the ASB Advisor or the Vice-Principal of Activities must be present for official business to be conducted.

ARTICLE VII CLUB CHARTER ORGANIZATION

<u>Section A: Application for Charter A</u> written application for an organization charter on the official form provided must be presented to the Senate for approval. This term shall set forth:

- 1. Proposed organization name
- 2. Signature of sponsor.
- 3. Purpose and objectives of the organization.
- 4. Organization constitution.
- 5. Signature of at least 10 charter members.

Section B: Approval

- 1. All requests for Club approval must first be approved by the BOC & Homeroom Assembly (unless official procedure is changed)
- 2. If the charter is approved by two-thirds vote of the Homeroom Assembly, a charter shall be issued to the organization. Two copies of this application and charter must be made. One is to be put in the official minutes of the BOC and second is to be held by the organization.
- 3. An official organizational policy shall be developed by the Commissioner of Clubs and the Activities Director. This policy must be approved by the Senate
- 4. This policy shall contain.
 - a. Club constitution.
 - b. Projects involving the entire student body.
 - c. Assemblies and activities.
 - d. Publications

Section C: Probation, Suspension, or Revocation of Charter

- 1. Probation shall be defined as an official action taken by the Senate or the Activities Director to warn the organization in question that it shall be under observation for a stipulated period of time due to the infraction of a constitutional or policy requirement.
- 2. Suspension shall be defined as an official action taken by the Senate to suspend an organization that is on probation for a period of time to be decided by the Senate or Activities Director at the time this action is taken for failure to comply with constitutional requirements or organizational behavior. At the time that the period of suspension has been completed the organization shall again be on probation. During this probation period, if another infraction of rules occurs, the club's charter shall be revoked by the Senate or Activities Director.
- 3. Revocation shall be defined as an official action of the Senate or Activities Director taken to declare the charter of the organization in question null and void and to completely disband the organization's activities and declare further activities of the organization unconstitutional.

ARTICLE VIII EXPRESSION ON CAMPUS

Section A: Students will be allowed to hand out petitions, circulate newspapers and other printed matter, use bulletin boards and wear insignia to express an opinion or support a cause that is legal within the guidelines established by the law, California Education code, School Board policy, and approved by both the Littlerock Administrative team and the Senate.

Section B: Limitations

- 1. The type of distribution is limited to the hours before school, during lunch, and after school is dismissed.
- 2. The place of distribution will be reasonably restricted to permit the normal flow of traffic within the school corridors and entranceways.
- 3. The manner of distribution will be such that:
 - a. Coercion is not used to induce acceptance of printed matter or to sign petitions.
 - b. Funds or donations are not collected for the material distributed.
 - c. Leaflets and printed material to be distributed is submitted to the school administration at least 24 hours prior to such a distribution for approval.
 - d. Materials printed for distribution are not stacked on the school grounds while they are being dispersed.
 - e. No printed material or petitions, which violate any prohibition, may be distributed on any school grounds.

<u>Section C: Prohibitions</u> Prohibited material is matter which is judged by the Board of Education, District Administration or school administration to be:

- 1. Obscene to minors according to current legal definitions.
- Capable of inciting students so as to create a clear and present danger of their committing unlawful acts or disrupting the orderly operation of school.
- 3. Express or advocate racial, ethnic, or religious prejudices.

<u>Section D:</u> Any student who willfully or knowingly distributes any petition, circular, newspaper; wears any button, badge; or posts a bulletin in violation of any prohibition will be suspended, expelled or otherwise penalized depending on the severity of the violation and in accordance with established procedures.

ARTICLE IX CONSTITUTIONAL REVISIONS

Section A: Initiative

- 1. Any student may, by securing the signatures of ten percent (10%) of the Senators, petition the BOC to pass a desired regulation.
- 2. If the regulation fails to pass the BOC, it must, if signed by ten percent (10%) of the ASB. be submitted to a vote at the general election.
- 3. The voting must be held within ten (10) school days after the petition has been filed with the Elections Commissioner.
- 4. A sixty percent (60%) affirmative vote of the voting student body shall be necessary to pass the regulation.

Section B: Referendum

- 1. Any low passed by the BOC must be submitted to a referendum vote of the ASB, upon the petition of ten percent (I0%) of its members.
- 2. A sixty percent (60%) affirmative vote of the ASB shall be necessary for its passage.

Section C: General

- 1. All petitions originating for the initiative and the referendum must first be submitted to the Elections Commissioner.
- 2. All petitions, when complete, must be filed with the Vice-Principal of Activities for review.

Section D: Amendments

- 1. Amendments recommended by seventy-five percent (75%) of the BOC and the Senate, or signed by ten percent (10%) of the ASB, shall be made by presenting to the BOC at two consecutive BOC regularly scheduled meetings. posting the amendment on the Student Bulletin Board for no less thon five (5) school days before voting on the amendment.
- 2. Approval of sixty percent (60%) of the voting ASB shall put the amendment into immediate effect.

ARTICLE X AMENDMENTS TO THE BY-LAWS

All amendments to the By-Laws shall originate in the Senate and be ratified by a 3/4 majority of the Senate members.

PROCEDURES OF THE LITTLEROCK HIGH SCHOOL CONSTITUTION

ARTICLE I DANCE COURTS

<u>Section A: Qualifications</u> Court king and queen nominees must be full time seniors at Littlerock High School with a 2.0 GPA on the last grading report, have good attendance (no excessive truants or tardies) and be good citizens (no major discipline problems). Underclass students may also be a part of a court when appropriate (same qualifications).

Section B: Limitations

- 1. Any underclassmen prince or princess, if they are selected, may not be on the ballot again until their senior vear.
- 2. Seniors may be on Homecoming or Winter Formal, but not both.
- 3. Any senior, except the Homecoming and Winter Formal King or Queen, may be on the Prom Ballot.

ARTICLE II Memorial Events

<u>Section A: Who</u> This section applies to any staff or student currently enrolled at Littlerock High. A Senate Standing Committee for this Article is the ASB President, ASB Vice President and two other officers (either volunteers or selected).

 $\underline{\textbf{Section B: Procedure}} \ \textbf{Upon the death of a current staff or student the following will occur:}$

- 1. Committee may arrange for a family visit.
- 2. May buy appropriate flower arrangement and card for visitation.
- 3. Create a "good-bye" poster for the general student body to sign. Talk to family during committee visitation.
- 4. With Principal's permission lower flag to half-mast and/or put name on marquee.

ARTICLE III AMENDMENTS TO THE PROCEDURES

All amendments to the Procedures shall originate in the Senate and be ratified by a 3/4 majority of the Senate members.