

MASC CONSTITUTION

Constitution and By-Laws

Missouri Association of Student Councils

Revised and Adopted 2009

PREAMBLE

In order to establish a closer relationship between student councils in the various communities, to facilitate inter-council cooperation, to encourage the extension of student participation in school government, and to provide vital and practical experience in leadership, we do hereby organize the Missouri Association of Student Councils.

ARTICLE I

NAME

The Name of this organization shall be the Missouri Association of Student Councils. This organization operates under authority of the Missouri Association of Secondary School Principals and the National Association of Secondary School Principals and the National Association of Secondary School Principals.

ARTICLE II

MEMBERSHIP

Membership shall consist of student councils of all public, private and parochial middle school/junior high and senior high schools of Missouri. Membership shall not extend below the sixth grade.

ARTICLE III

OFFICERS

The officer schools of this organization shall be president, first vice-president, second vice-president, secretary, and Executive Director. The president school, first vice-president school, and secretary school shall be high school level schools. The second vice-president school shall a middle school/junior high level school.

ARTICLE IV

EXECUTIVE DIRECTOR

The Executive Director shall be appointed for a three year term by the Executive Board and approved by a majority vote of the advisors at the annual conference. The Executive Director's term shall begin September 1 and end August 31.

Candidates for the position of Executive Director must submit a pledge of cooperation from his administration. If the candidate is not a current employee of a Missouri School district, the pledge of cooperation would be waived.

The Executive Director's honorarium shall be determined by the Executive Board subject to the approval of a majority vote of member advisors.

ARTICLE V

EXECUTIVE BOARD OF ADVISORS

The Executive Board serves as the governing body of the Association. The Executive Board is to be composed of: (1) advisor(s) of the current President school; (2) advisor(s) of the immediate past president school; (3) a representative advisor from each of the seven MASC districts (as determined by the Missouri Association of Secondary School Principals committee); (4) three (3) principals appointed by the Director of the Missouri Association of Secondary School Principals; and an executive secretary .

EXECUTIVE BOARD MEMBERS

Each MASC district shall elect a representative to serve on the Missouri Association of Student Councils Executive Board of Advisors. Board members shall serve for a three-year term. Board members shall be allowed to serve two terms.

EXECUTIVE SECRETARY

The Executive Director and Executive Board of Advisors shall appoint an executive secretary to serve as a non-voting member of the Board. The Executive Director shall determine the term of the Executive Secretary and the duties of the Executive Secretary.

ARTICLE VI MEMBERSHIP

Section 1

The annual conference of the member schools of the Missouri Association of Student Councils shall be called by the president school on March a date set by the Executive Board of Advisors. The election of school officers officer schools of this association shall be held at this conference. The advisor(s) of each officer school shall designate representative(s) to represent that officer school at meetings called by the Executive Director and to determine and execute the prescribed duties of the office as determined by the Executive Director and Executive Board of Directors.

Section 2

Each member may register four(4) delegates to attend the annual State Convention. Schools campaigning for the office of president school may register eight(8) delegates.

Section 3

Only registered students from Missouri Association of Student Councils member schools, participants from the host school and other individuals approved by the Executive Director shall be allowed to participate in any conference activity.

ARTICLE VII AMENDMENTS

This Constitution may be amended at any state conference provided the amendment has been submitted by any member school to the Executive Director thirty (days) prior to the annual spring conference. A two-thirds vote of all member advisors present shall be required to amend the Constitution.

BY-LAWS

SECTION 1—QUORUM

A quorum at the annual student council conference shall be 50 percent of the registered delegate advisors.

SECTION 2—ORDER OF BUSINESS

The official procedure of the organization shall be Robert's Rules of Order *Robert's Rules of Order*, unless otherwise specified.

SECTION 3—TERMS AND DUTIES OF EXECUTIVE DIRECTOR

A. Term

The term of the Executive Director shall be for a period of three years; the Executive Director may be re-elected for successive terms.

B. Duties

The Executive Director shall assume general direction over all activities of the association with the assistance of the Executive Board of Advisors.

The Executive Director shall cause to be published a newsletter of , disseminating information about local, state, and national activities.

The Executive Director shall publicize Association activities.

The Executive Director shall call meetings of the Executive Board of Advisors **throughout the year.**

The Executive Director shall appoint a chairman to preside at the advisors' meeting at the state conference.

The Executive Director shall coordinate Missouri Association of Student Councils activities with related organizations.

The Executive Director shall receive, deposit and disburse all monies of the Missouri Association of Student Councils. An audit-committee of sponsors appointed by the chairman of the Executive Board shall audit the books at the end of the fiscal year. The Executive Director shall procure an audit of Missouri Association of Student Councils accounts at the end of the fiscal year.

The Executive Director shall coordinate the registering of Missouri member delegates to the National Association of Student Councils convention.

The Executive Director shall make appropriate reimbursement or allow advance payment for expenses incurred by the officers, members of the Executive Board and staff in performance of authorized duties as approved by the Executive Board.

The Executive Director shall represent the organization and report to the Missouri Association of Secondary School Principals as well as serve in an advisory capacity to that association for the affairs of the Missouri Association of Student Councils.

The Executive Director shall conduct a summer workshop providing a curriculum that develops delegates' (students' and advisors') leadership skills.

The Executive Director shall, with the approval of the Executive Board of Advisors, determine procedures for electing officer schools at the annual spring conference. The Executive Director shall designate an individual to serve as Parliamentarian.

SECTION 4—TERMS AND DUTIES OF OFFICER S

Terms

All terms of office shall begin at the end of the conference at which they shall have been elected. The term shall run for one year or until a qualified successor has been elected and acknowledges responsibility of office.

A. Duties of the President

The president school shall be the host to the annual spring conference and, with the consent of the Executive Director, shall make all plans and arrangements for the annual spring conference.

B. Duties of the First Vice-President

The first vice-president school shall coordinate the activities dealing with the senior high schools. They shall encourage membership in the state association among non-member schools. They shall assume the responsibility of selecting discussion topics at the spring conference subject to approval of the Executive Director, and they shall assume the responsibility of selecting schools to provide leaders for the individual groups.

C. Duties of the Second-vice President

The second vice-president school shall be elected from the middle school/junior high school member schools. They shall encourage membership in the state association among non-member schools. They shall assume the responsibility of selecting discussion topics at the spring conference for middle school/junior high school delegates subject to approval of the Executive Director, and they shall assume the responsibility of selecting schools to provide leaders for the individual groups.

D. Duties of the Secretary

The secretary school shall keep a record of the minutes of the annual conference and summer workshop. The secretary school shall be responsible for the Exhibitors' Hall at the spring conference. They shall solicit news for the Newsletter from all member schools.

SECTION 5—DUTIES OF THE EXECUTIVE BOARD OF ADVISORS

The Executive Board shall approve all expenditures incurred by the Missouri Association of Student Councils.

The Executive Board shall approve all items of business as presented by the Executive Director or other Board members.

The Executive Director shall serve as chairman of the Executive Board of Advisors.

SECTION 6—DUES

Annual dues shall be determined by the Executive Board of Advisors upon the recommendation of the Executive Director. Dues shall be paid to the Executive Director at the beginning of the fiscal year, payable by December 31.

SECTION 7—FISCAL YEAR

The fiscal year shall be from September 1 to August 31.

SECTION 8—NATIONAL CONFERENCE

A representative from the president school shall be the official delegate of the Missouri Association Student councils at the National Association of Student Councils annual conference. Transportation and registration fee for this representative shall be paid by the Missouri Association of Student Councils.

SECTION 9—ELECTION GUIDELINES

The Executive Director and Executive Board shall determine the procedure for electing officer schools each year. These guidelines shall be disseminated to member schools prior to the spring conference.

The Executive Board shall serve as judge of election at the spring conference.