



**BALLARD HIGH
SCHOOL
ASB
CONSTITUTION**

**Ballard High School
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PREAMBLE

We, the students of Ballard High School, establish this Constitution for the purposes of guiding student government and the activities program; to create a unified community; and to enhance communication and cooperation amongst the students, staff, and administration. We believe that students should have the opportunity to become involved in representative student government and have a voice in making decisions.

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ARTICLE I

Name, Membership, and Purpose

SECTION 1

The name of this organization shall be the Associated Student Body of Ballard High School (ASB).

SECTION 2

Membership shall consist of all registered students of Ballard High School.

SECTION 3

The purpose of this organization shall be:

- A. To promote representative student government.
- B. To promote school unity, pride, and spirit.
- C. To provide members with a year-long activities program.
- D. To provide members with leadership opportunities.
- E. To help members create and maintain positive attitudes toward themselves, their school, and their community.

SECTION 4

The official mascot for this organization shall be Bucky the Beaver

SECTION 5

The official colors for this organization shall be red and black.

ARTICLE II

ASB Officers

SECTION 1

The ASB Cabinet shall consist of the President, Vice President, Secretary, Treasurer, Student Senate Representative, Athletics Liaison, Video Producer, Clubs Coordinator, Community Outreach Advocate, Digital Marketing Manager, Racial Justice Advocate, and Advising Art Director.

The Elected Positions are President, Vice President, Secretary, Treasurer.

The Appointed Positions are Student Senate Representative, Athletics Liaison, Video Producer, Clubs Coordinator, Community Outreach Advocate, Digital Marketing Manager, Racial Justice Advocate, and Advising Art Director.

SECTION 2

The minimum qualifications that must be met to run for an elected position in the ASB cabinet position shall be:

- A. Senior standing, based on credits and one year of ASB experience for President at the time of taking office.
- B. Junior or Senior standing, based on credits, for Vice President, Secretary, and Treasurer at the time of taking office.
- C. The President and Vice President must have completed a minimum of 2 consecutive semesters at Ballard High School at the time they take office.
- D. A term GPA of 2.0 or higher earned during the previous grading period as well as earning a minimum of a 2.0 GPA during the grading period of the election. Non-academic classes, such as T.A. or office assistant, shall not count in computing the GPA for this requirement.
- E. Possession of a current activity card.
- F. Be clear of all BHS fines.
- G. Completion of the Application for Office including obtaining a minimum of 50 student signatures from the student body and 6 staff signatures of support for their candidacy. The application must be filed by the deadline.

Failure to meet each of these requirements shall result in that candidate being declared ineligible and removed from the ballot.

SECTION 4

The requirements to be met throughout the term of office for all ASB officers shall be:

- A. Maintenance of a 2.0 or higher grade point each grading period.
- B. Enrollment in a minimum of 6 full credit, non-T.A. classes on campus. The only exception shall be a Senior who is within 2 credits of graduating. That Senior must take a minimum of 4 full credit classes and T.A. on campus to be eligible to carry out the duties of their office.
- C. Possession of a current activity card through entire term of service.
- D. Be clear of all BHS fines.
- E. Students enrolled in Running Start classes shall be viewed varyingly by grade and credit enrollment at BHS and community college.

ARTICLE III ASB Cabinet Duties

SECTION 1

All ASB Cabinet Positions shall:

- A. Know, abide by, and enforce this Constitution, its amendments, and any by-laws.
- B. Attend Student Senate meetings.
- C. Partake in the planning of ASB activities with other officers, members of the student body and the Activity Coordinator.
- D. Hold a current activity card.
- E. Be enrolled in Leadership Class and attend ASB Council Meetings during class.

IN ADDITION TO THESE DUTIES, OFFICERS SHALL PERFORM THE FOLLOWING:

SECTION 2

The ASB President shall:

- A. Serve as the chief spokesperson for the student body.
- B. Oversee all assembly programs.
- C. Perform additional duties as decided by the student body and/or the Activity Coordinator.
- D. Attend any necessary administrative meetings and events including BLT.
- E. Handle Senior of the month selection process.
- F. Chair the ASB Council.

SECTION 3

The ASB Vice President shall:

- A. Assume the responsibilities and duties of the Presidency in the absence of the President.
- B. Become President if that office is vacated for any reason.
- C. Attend any necessary administrative meetings and events including BLT.
- D. Perform additional duties as decided by the student body and/or the Activity Coordinator.
- E. Assist the Student Senate Representative in presiding over Student Senate meetings.
- F. Conduct student elections.

SECTION 4

The ASB Secretary shall:

- A. Take notes at all ASB Council meetings.
- B. Perform additional duties as decided by the student body and/or the Activity Coordinator.

SECTION 5

The ASB Treasurer shall:

- A. Prepare a monthly report of all ASB monies for the ASB Council.
- B. Sign all ASB purchase orders authorizing the use of all ASB funds through the Fiscal Clerk. (This includes all Class, club, and athletic team expenditures)

- C. Perform additional duties as decided by the student body and/or the Activity Coordinator.

SECTION 6

The Student Senate Representative shall:

- A. Report Student Senate news at the weekly ASB Council meetings.
- B. Preside over all the Student Senate meetings, with the assistance of the ASB VP.
- C. Perform additional duties as decided by the student body and/or the Activity Coordinator.

SECTION 7

The Community Outreach Advocate shall:

- A. Oversee all community events within the school (community events include, but are not limited to: awareness weeks, charitable events, etc.).
- B. Report all community events at all ASB Council meetings.
- C. Facilitate communication between all outside organizations (volunteer groups, other schools, etc.).
- D. Perform additional duties as decided by the student body and/or Activity Coordinator.

SECTION 8

The Digital Marketing Manager shall:

- A. Communicate with the appropriate local media concerning positive contributions the ASB makes to the community.
- B. Oversee all publicity within and without the building of all ASB events.
- C. Manage promotional hallway postings on a timely basis.
- D. Oversee school event ASB calendars and postings.
- E. Perform additional duties as decided by the student body and/or the Activity Coordinator.

SECTION 9

The Athletics Liaison shall:

- A. Be the connection between the students and the athletic department/athletic director.
- B. Represent the students and their athletic interests.
- C. Oversee all athletic events and activities within the school.
- D. Oversee official athletics social media accounts.
- E. Perform additional duties as decided by the student body and/or the Activity Coordinator.

SECTION 10

The Video Producer shall:

- A. Oversee all video productions within the ASB Council.
- B. Perform additional duties as decided by the student body and/or Activity Coordinator.

SECTION 11

The Clubs Coordinator:

- A. Monitor the club approval process.
- B. Bring all club applications to the ASB Council meetings.
- C. Oversee all events promoting and bringing clubs together (Club Rush, etc.).
- D. Perform additional duties as decided by the student body and/or Activity Coordinator.

SECTION 12

The Racial Justice Advocate shall:

- A. Collaborate with LSU, BSU, STAR Club, and Multicultural Club to create positive contributions towards a more equal and progressive school community.
- B. Identify areas in need of reform in the school regarding racism and restructure them to be more inclusive.
- C. Advocate for minority groups in cases of injustice.
- D. Create and practice programs for anti-racist education that are used school-wide.
- E. Work with community outreach advocate to contribute to racial awareness in local communities outside of Ballard High School.

F. Perform additional duties as decided by the student body and/or the Activities Coordinator.

SECTION 13

The Advising Arts Director shall:

- A. Lead all art related activities within ASB.
- B. Manage poster-making for various events and announcements.
- C. Delegate tasks to other ASB officers involving poster-making or art needed for ASB activities.
- D. Maintain ASB art supplies ensuring they are restocked as needed.
- E. Collaborate with arts and performing arts departments at Ballard High
- F. Perform additional duties as decided by the student body and/or the Activities Coordinator.

ARTICLE IV Class Ambassadors

SECTION 1

Freshmen, Sophomores, and Juniors shall elect 3 ambassadors that will represent their class for the entire year.

SECTION 2

The Seniors shall elect specific positions, these positions will represent the class for one year. These officers shall be Senior Class President, Vice President, Secretary/Treasurer

SECTION 3

The minimum qualifications for placing a candidate's name on the ballot for election shall be:

- A. current enrollment in a minimum of 5 full credit, non-T.A. classes.
- B. a term GPA of 2.0 or better based on the previous grading period. Non-academic classes, such as T.A. or office assistant, shall not count in computing the GPA for this requirement.
- C. being on track for graduation and be classified at their grade level by credit.
- D. obtaining a minimum of 30 student signatures from their class members and 3 staff signatures of support of their candidacy.
- E. possession of a current activity card.
- F. be clear of all BHS fines.
- G. students enrolled in Running Start classes shall be viewed varyingly by grade and credit enrollment at BHS and community college.

SECTION 4

The requirements to be met throughout the term of office for all class officers shall be:

- A. maintenance of a 2.0 or higher term grade point each grading period. Non-academic classes, such as T.A. or office assistant, shall not count in computing the GPA for this requirement.
- B. enrollment in a minimum of 5 full credit, non-T.A. classes on campus. The only exception shall be a Senior who is within 2 credits of graduating. That Senior must take a minimum of 4 full credit classes and one T.A. on campus to be eligible to carry out the duties of their office.
- C. possession of a current activity card.
- D. be clear of all BHS fines.
- E. continuing to be on track toward graduation, by credit.
- F. Enrollment in Leadership Class or consistent communication with ASB Council around ASB activities and responsibilities.

ARTICLE V Class Ambassador Duties

SECTION 1

Every Class Ambassador shall:

- A. Know, abide by, and enforce this Constitution, its amendments, and any by-laws.
- B. Attend Student Senate meetings.
- C. Participate in planning spirit activities and organizing their class participation in assemblies or activities.
- D. Participate in planning and administering all Class activities and fundraisers in cooperation with other officers, Class members and the Class advisor(s).
- E. Hold a current activity card.
- F. Be enrolled in Leadership Class and attend ASB Council Meetings during class (exceptions can be made to obtain all necessary credits for graduation).

IN ADDITION, OFFICERS WILL ASSUME THE FOLLOWING SPECIFIC DUTIES:

SECTION 2

The Senior Class President shall:

- A. serve as the chief spokesperson of their Class.
- B. perform other duties as determined by the Class, the Advisor and/or the Activity Coordinator.

SECTION 3

The Senior Class Vice President shall:

- A. assume the responsibilities and duties of the Presidency in the President's absence.
- B. become President if that office should become permanently vacant for any reason.
- C. perform other duties as determined by the Class, the Advisor and/or the Activity Coordinator.

SECTION 4

The Senior Class Secretary/Treasurer shall:

- A. step in for either the ASB Secretary or the ASB Treasurer in their absence.
- B. oversee all the fundraisers held by the Class.
- C. perform other duties as determined by the Class, the Advisor and/or the Activity Coordinator.

SECTION 5

The Class Ambassadors shall:

- A. serve as the representative of their class.
- B. perform other duties as determined by the Class, the Advisor, and/or the Activity Coordinator.

ARTICLE VI ASB Officer Elections

SECTION 1

All ASB elections shall be conducted in the spring of the school year. Those candidates elected at that time will assume office at the conclusion of that year and shall serve the following year. The only exception shall be for the incoming Freshman Class. Those elections shall be held by the end of the second month of the start of school in the fall. If there are any unfilled ASB or other Class offices at that time, a special election for those will be held in conjunction with the Freshman Class elections. If there are still unfilled positions after that election, the members of the ASB Council, in concert with input from the Activity Coordinator and/or Class Advisor, may appoint a qualified student to assume that officer for the year.

SECTION 2

All ASB elections shall be conducted under the direction of ASB Vice President with the assistance of any other ASB or class officers on a volunteer basis.

SECTION 3

All qualified students must file for office by the announced deadline set by the election committee. No write-in candidates shall be allowed.

SECTION 4

All campaign materials to be used by candidates must be deemed appropriate by the Class Advisor for ASB candidates.

SECTION 5

All candidates shall abide by the election rules of this Constitution as well as all others set by the election committee.

SECTION 6

All candidates shall run for election as a single candidate, not as part of a ticket or slate.

SECTION 7

There shall be a primary election if there are 3 or more candidates running for a single office, excluding class ambassadors. The primary shall be held no less than 3 days prior to the final vote. The two candidates with the highest number of votes in the primary shall proceed to the final election.

If a final election is necessary, and there is a tie primary vote for the 2nd position on the final ballot, both candidates will advance along with the candidate who earned the most votes.

For class ambassador elections, there shall be a primary election if there are 7 or more candidates are running for office. The 6 candidates with the highest number of votes shall proceed to the final election.

The 3 candidates for ambassador with the highest number of votes shall be declared the winners of the election.

SECTION 9

Any candidate in an uncontested race shall be declared the winner and no election for that office will be held.

SECTION 10

There will be some type of presentation to the voters by all candidates. This may be done in an assembly or electronically. This will include speeches given by all candidates regardless of whether they are running opposed or not. All candidates shall be given equal time to speak.

SECTION 11

For ASB elections, all members of the student body except graduating Seniors will be allowed to cast a ballot. For Class elections, only members of that Class will be allowed to cast a ballot. The election committee shall determine how the election is conducted and monitored with input from the Activity Coordinator.

SECTION 12

The election committee shall count ballots immediately after the conclusion of the polling period. There shall be an automatic and immediate recount if the margin of difference between the winner and runner-up is 10 votes or less in a Class race, 20 votes or less in an ASB race.

Results shall be posted in a public place for the student body to see. These results shall include only the winner's name, not the number of votes each candidate received.

All ballots and tally sheets shall be kept on file with the Activity Coordinator for one calendar year following the election.

SECTION 13

In case of a tie vote for any office on the final ballot, the members of the Voters Council will break the tie. The tied candidates shall have an opportunity to address the Council, after which a secret ballot shall be taken. The winner of the election shall be the candidate with the most votes from the Senate.

The Voters Council will include: the Activity Coordinator, and nine representatives selected by the ActiviAppointedinator that accurately represents the voting pool. Ex; all sophomores if tie occurs in Sophomore Class Ambassador election.

ARTICLE VII

Appointed Positions Selection Process

SECTION 1 Appointed position selection shall begin within two weeks of the general election in the spring prior to the school year they will be serving. Those candidates selected at that time will assume office at the conclusion of that year and shall serve the following year. If there are any unfilled positions throughout the year we will notify the body and the interview committee.

Appointed positions must be able to be in the ASB class in their allotted year

SECTION 2 The committee will consist of the ASB advisor, the current ASB president, the next years ASB president, the current appointed position, and the racial justice advocate/ current vice president

This committee will conduct an interview of every candidate for each position during ASB's class period

SECTION 3

The minimum qualifications to apply for appointed positions in the ASB cabinet position shall be:

- A. A term GPA of 2.0 or higher earned during the previous grading period as well as earning a minimum of a 2.0 GPA during the grading period of the election. Non-academic classes, such as T.A. or office assistant, shall not count in computing the GPA for this requirement.
- B. Possession of a current activity card.
- C. Be clear of all BHS fines.
- D. Completion of the Application for Office including obtaining 3 staff recommendations of support for their candidacy. The application must be filed by the deadline.

Failure to meet each of these requirements shall result in that candidate being declared ineligible and removed from the application process.

Probation of Officers

SECTION 1: Academic Probation

An officer (ASB or Class) will be put on academic probation if their term GPA is below the required 2.0 at the end of any official grading period, i.e. quarter. The probation period will last 5 school weeks not counting breaks or excused absences. During this time, the officer may not perform any duties of their office.

At the end of the probation period a grade check shall be conducted reflecting the grades the officer is earning at that time. If the grades meet the 2.0 minimum requirement, the officer is reinstated until the check at the end of the next grading period. If the grade check at the end of the probation period shows that the grades do not meet the minimum 2.0 GPA, the officer will be removed from office for the remainder of the year.

SECTION 2: Non-Academic Probation

An ASB or Class officer may be put on probation if the officer is not fulfilling the duties of the office for which they are elected and/or if the officer has been suspended from school duties as decided by the Activity Coordinator. In the case of school suspension, the officer may be removed from office if the Activity Coordinator determines that the action that led to the suspension is serious enough to warrant such action.

A written warning shall be required prior to the probation being instituted for non-performance of duties. The warning shall come from the Activity Coordinator and include the offenses and what is required to prevent probation, along with a timeline for correction. If those terms are not met, the probation will be imposed.

Non-academic probation will last 5 weeks. During that time, the officer may perform the duties of their office. At the end of the probation period, if the performance has improved, the officer will be allowed to continue in that office. If this is

not the case, the officer will be removed from office for the remainder of the year. This decision will be made by the Activity Coordinator with input from the other ASB/Class officers and Advisors.

SECTION 4

An officer who has been twice removed from office due to not fulfilling their duties will not be allowed to run for any office again in the future.

ARTICLE VIII Recall and Replacement Procedures

SECTION 1

An ASB officer may be subject to recall by a presentation at Student Senate of charges of malfeasance or failure to perform the duties of their office. The charges will be discussed at the meeting and the Senate will conduct a vote to determine whether the charges merit further consideration. If that vote results in 51% or greater of those voting in favor, the recall will continue. If not, the matter is dropped.

If the Senate votes to continue the process, the members are to return to their constituents, explain the charges, discuss them, and return to the next meeting prepared to vote on recall. A 2/3 majority of the Senate must vote for the recall to remove the officer from office.

SECTION 2

A Class officer may be subject to recall by petition by a member of that Class. A petition to do so must list the reasons for recall and be signed by a minimum of 33% of the total number of Class members. Once completed, the petition shall be turned in to the ASB officers. They shall validate that all signatures on the petition are those of students in the appropriate group.

SECTION 3

If the petition is judged valid, a recall election shall be held under the direction of the Officers Council, excluding the petitioned officer.

SECTION 4

Before the recall election is held, the petitioned officer shall have the opportunity to defend her/himself before the electorate.

SECTION 5

For an officer to be recalled, 2/3 majority of the Class must vote in the affirmative, i.e. must be for recall.

SECTION 6

If the Presidency of the senior Class or ASB is vacated for any reason, including recall, the Vice President shall assume the office and duties of the President for the remainder of the term of office.

SECTION 7

If any office other than the Presidency is vacated, a special election committee shall be formed from the Officers Council to conduct an election for the vacated office. If no qualified candidates come forward for election, a qualified student may be appointed to this office by the Officers Council. The only exception will be if the vacancy occurs during the 4th quarter of the year. In that case, the office will remain unfilled.

SECTION 8

If an office remains unfilled, the duties of that office shall be divided amongst the remaining officers for the remaining of the year.

ARTICLE IX ASB Council

SECTION 1

Membership of the ASB Council shall consist of all elected and appointed ASB officers.

SECTION 2

The presiding officer shall be the ASB President.

SECTION 3

The responsibilities and duties of the Council shall be:

- A. To assist the Activity Coordinator in constructing and maintaining the activity and fundraising calendars.
- B. To share goals and plans of each Class and the ASB throughout the year.
- C. To approve all student clubs.
- D. To make financial decisions surrounding ASB funds.
- E. To perform other duties as determined by the Council, Student Senate, the Activity Coordinator and/or the Administration.

SECTION 4

Meetings shall be held at least once a month.

ARTICLE X Student Senate

SECTION 1

The Student Senate shall consist of 2 elected/appointed representatives from each designated class period including offices and T.A.'s.

SECTION 2

Student Senate shall have the following responsibilities:

- A. to serve as the communication link between the ASB officers and the student body.
- B. to serve as the Senate for expression of student concerns brought by the representatives.
- C. to act as the legislative branch of the student government.
- D. to perform other duties as determined the Activity Coordinator and/or the Administration.

SECTION 3

The presiding officer of the Student Senate shall be the Student Senate Representative.

SECTION 4

The Student Senate shall hold at least one meeting every quarter. They may be governed by the modified Robert's Rules of Order, Newly Revised, which are not inconsistent with this Constitution, all amendments, all by-laws and any special rule of order that the Student Senate may choose to accept.

SECTION 5

For a binding vote of the Student Senate to be taken, there must be a minimum of two-thirds of the members present. For a measure to pass, it must gain a simple majority of those voting, unless otherwise specified in this document or in the motion being voted upon. Each homeroom is granted one vote.

ARTICLE XI Student Clubs

SECTION 1

- A. All official student clubs within the school must be chartered through the Officers Council. To be granted a charter, a group must:
- B. apply, in writing, to the Officers Council for chartership.
- C. demonstrate student interest in forming such a club by providing student names who will participate in the club.
- D. at the time of application, the group shall state its purpose and goals.

- E. acquire a staff member to be the Advisor of the club, as show by their agreement in the application process.
- F. membership to any chartered student club may not be denied on the basis of sex, race, or creed.

SECTION 2

The completed required paperwork shall be submitted to the Officers Council for consideration. If approved, the club shall officially be chartered. If chartership is denied, the applicant group has the right to appeal to the Student Senate for reconsideration. To be chartered through the Student Senate, the application must obtain a favorable vote of 75% of those voting.

SECTION 3

Under State and Federal law, if Ballard High School charters one co-curricular club that is not tied to a curriculum department, it must charter all clubs as long as they meet the minimum requirements spelled out in Section 1 of this Article.

SECTION 4

Each chartered club may apply for inclusion on the fundraising and activity calendar. Any and all monies generated by the club must be deposited in their ASB account kept by the Fiscal Clerk and must be used in accordance with District and State regulations and laws.

SECTION 5

At the beginning of each school year, each chartered club will report any change in leadership to the Officers Council.

SECTION 6

The Officers Council has the right to revoke the charter of any club that fails to meet its goals or in which membership drops below 5 students. Any club which has had its charter revoked may apply for rechartering at any time of the school year.

SECTION 7

Any chartered club may choose to dissolve itself at any time, as long as there are no outstanding ASB debts. If there are outstanding debts to the ASB; the club members will be responsible for reimbursement.

**ARTICLE XII
Staff Advisors**

SECTION 1

All student groups under the umbrella of the ASB must have at least one staff advisor.

SECTION 2

When the advisor is not specified by applicable collective bargaining agreements, the Principal and/or designee shall either select the advisor in consultation with that student government body, or all the student government body to select its own advisor.

SECTION 3

The Principal and/or designee shall have the power to remove any advisor in a manner that is in accordance with law and all applicable collective bargaining agreements.

**ARTICLE XIII
Student Representatives and Building Level Decision-making**

SECTION 1

Student representatives shall be full-fledged members of building level decision-making bodies. This includes, but is not limited to, Site Council and The Building Leadership Team.

SECTION 2

The number of student representatives on each body shall be commensurate with the number of parent/guardian representatives. If a decision-making body does not have position(s) for a parent/guardian representative, these shall also be no position for student representative(s).

SECTION 3

Student representatives may also be members of building level hiring committees, except in cases where such participation is contrary to the Collective Bargaining Agreement between the Seattle School District and its employees. If a student of such a committee violates the need for confidentiality, they will be removed and not be allowed to serve on any other building-level decision-making body during their career at Ballard.

SECTION 4

To be a member of any building decision-making body, a student must have a minimum of a 2.0 accumulative GPA (not including T.A. grades) and be on track, by credit, toward graduation. Additionally, the student must be enrolled in and attending classes full time on the Ballard High School campus. If a student is enrolled and attend class on the campus only part-time, they are not eligible to serve in this capacity.

SECTION 5

It will be the duty of the ASB Officers, with the input of the Officers Council, to appoint student representatives to any building decision-making body. At the appropriate time, the ASB officers will solicit recommendations of potential representative from their fellow students and building staff. Once a list has been established, it shall then be determined by the Activity Coordinator whether each candidate meets the minimum qualifications. Any candidate who does not meet those requirements will be removed from the list.

The list will then be returned to the ASB Officers who will contact each candidate to determine their level of interest and willingness to commit to the duties of the job, i.e. attend all meetings, maintain confidentiality, be able to do the work, etc. Any candidate who has not interest and/or is not able to commit to the job shall have their name removed from the list.

The final list will then be presented to the Officers Council for their input. Once that has been given, the ASB Officers will make the final decision of who to appoint to which body. For a student to be appointed, at least 51% of the ASB Officers must agree to do so,

SECTION 6

A person who is a Class/ASB Officer is not automatically prohibited from being considered as a student representative to a building level decision-making body.

SECTION 7

If it becomes necessary, the Officers Council shall be the body that oversees a removal of a student representative to any building level decision-making body. Removal can occur only if it is shown that the student representative has not complied with the expectations and responsibilities required of the committee members, and/or has not maintained regular attendance at meetings of the committee, and/or has not been prepared to participate fully, and/or does not work constructively with other members of the committee.

Members of the student body, the Officers Council, the decision-making body itself, or of the staff shall present their case as to why a student representative is to be removed. The student representative shall have an opportunity to answer the charges against them before a decision is made. This hearing shall take place in front of the full Officers Council.

Once all sides have been heard and any and all necessary investigation have been completed, the members of the Officers Council shall vote. For a student representative to be removed from their position, a minimum of 51% of the Officers Council must vote in favor of that removal. Anything less than 51% will result in the student representative retaining their position.

Only in cases of exceptional circumstance may the Principal, their designee, or any other staff member remove a student representative from any decision-making body. Exceptional circumstances shall include, but not be limited to, instances in which a student representative has committed an offense of exceptional misconduct under the District's Code of Prohibited Conduct and/or when a student representative is no longer a full time student on the Ballard High School campus.

ARTICLE XIV Student Complaints of Violations

SECTION 1

Any ASB sanctioned organization or its members has the right to file a complaint if they believe that a District employee is acting in a manner that violates the student government's ability to rightfully govern and/or interferes with a student representative carrying out their job on a building based decision-making committee.

SECTION 2

The complaint must be made in writing to the building Principal and will initiate an investigation. The only exception will be in any case where the complaint is being lodged against the Principal. In that case, the complaint shall be made to the Principal's immediate supervisor.

SECTION 3

The Principal or supervisor shall determine if the complain(s) is/are warranted within 15 business days of receipt of the complaint. The investigator shall compile a full written report of the results of the investigation for the Superintendent. No later than 15 days after the report has been complete, the Superintendent shall respond to the complainant stating:

- Seattle Public Schools denies the allegations: or
- Seattle Public Schools confirm the allegations and outlines the corrective measures that SPS and BHS intent to take.

ARTICLE XV Finances

SECTION 1

The Officers Council shall act as the Student Finance Committee, which will be chaired by the ASB Treasurer.

SECTION 2

The cost of the activity card shall be determined by the student Finance Committee with input from the Activity Coordinator and the Fiscal Clerk and within the limits, if any, set by the Seattle School District. The student Finance Committee shall also determine the cost of a replacement activity card.

SECTION 3

All students holding an elected or appointed office (including that of Clubs and all cheer squad members) shall be required to purchase an activity card.

ARTICLE XVI Amendment Procedures

SECTION 1

Any proposed amendment or change to this Constitution must be presented in written form to the Student Senate. The proposal must be accompanied by a supporting petition signed by a minimum of 10% of the student body. (The only exception are amendments and/or other modifications required by changes in School and District policies or operations,

i.e. credits, etc. In these cases the required changes will be made by the ASB Officer in power at the time and approved by the Officer Council.)

SECTION 2

Once a petition is submitted, Student Senate shall determine that all signatures are valid and that the proposed amendment does not conflict with Building, District and/or State policies.

SECTION 3

Once validated, Student Senate shall sponsor a public meeting where the amendment/change is read, explained, and discussed. This meeting shall be adequately publicized as to allow members of the student body to attend.

SECTION 4

Following the open public meeting, the student body will vote on the proposed change. The student Senate shall decide the process of how this vote is to be taken.

SECTION 5

To gain adoption, 51% or more of the student body must vote. The amendment/change must earn a simple majority of yes votes to pass.

SECTION 6

If passed, the amendment/change shall immediately become an integral part of this Constitution, unless otherwise specified in the action. The Activity Coordinator is charged with updating this document.

**ARTICLE XVII
Relationship With The Administration**

SECTION 1

The Activity Coordinator shall be the advisor to the ASB Officers, and the Student Senate.

SECTION 2

All actions of all branches of the ASB student government are subject to review, change, and possible veto by the Activity Coordinator, Class Advisor(s), and/or school Administration. In that case, the affected branch will have the right to appeal to the Principal or the appropriate District level person.

SECTION 3

The ASB shall uphold a positive supportive and professional relationship with the administration.

**ARTICLE XVIII
Enablement**

This Constitution goes into effect upon the electronic signatures of the current (2016-2017) ASB Officers, the Activity Coordinator and the Principal. It invalidates all previous ASB Constitutional documents including all by-laws.

THIS DOCUMENT HAS BEEN AMENDED IN ITS ENTIRETY BY THE STUDENT SENATE AND ASSOCIATED STUDENT BODY OF BALLARD HIGH SCHOOL. WE SIGN IT INTO EFFECT ON ____ 2022.

Kiyomi King, ASB President

Trinity Edwards, ASB Vice President

Luke Clemens, ASB Secretary

Milan Shrestha Bailey, ASB Treasurer

Liam Dunn, Student Senate Representative

Joe Fewel, Clubs Coordinator

Lorelei Timmons-Herrin, Athletics Liaison

Eden Mulu, Racial Justice Advocate

Natalie Bauer, Digital Marketing Manager

Maddie Salafsky, Community Outreach Advocate

Jackson McDonough, Advising Arts Director

Lola Foti, Video Director

Laura Lehni, Activity Coordinator

Keven Wynkoop, Principal