



# HIGHMARK

## CHARTER SCHOOL

### STUDENT GOVERNMENT CONSTITUTION HighMark Charter School

#### I. Name and Organization

- A. The name of this organization shall be HighMark Charter School Student Government.
  - B. This organization shall be affiliated with HighMark Charter School and will uphold all ideals and regulations as set forth in the constitution and student handbook of this school.
  - C. A member should be an example of the HighMark standards of excellence which include: appropriate moral and personal conduct, respect for authority and property, pride in HighMark, respect for and towards peers, and suitable language and dress according to the HighMark Charter School Constitution and Handbook.
  - D. Must be currently attending HighMark.
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#### II. Executive Officers

- A. **Three (3) Student Body Officers** will be elected to represent the entire school.
  - B. The student body officers must be from the **ninth grade** class.
  - C. Each grade will be represented by **Three (3) Class Officers**.
  - D. Officers may not also serve as cheerleaders.
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#### III. Election Requirements

- A. All students need to be a current HighMark student. Any **qualified** member of the eighth grade may run for either student body officer or ninth grade class officer. Any **qualified** member of the seventh grade may run for eighth grade officer. Any **qualified** member of the 6th grade may run for 7th grade officer.
  - 1. Sixth grade candidates will campaign in their own classroom. They will hang their first poster in their own classroom.
  - 2. Each class will vote and promote the top 3 candidates. Those 9 candidates will then be on the primary ballot. The primary vote will allow 6 candidates to move to the final voting.
  - 3. After the 9 candidates are identified, they can then move their posters to the hallway. Those candidates will then follow the other grade candidates protocol.

- B. A candidate must meet the following requirements:
1. They need to score a **minimum number of cumulative points** on their teacher evaluation forms.
  2. They must have maintained at least a **cumulative 3.0 GPA** for the current year.
  3. They can have no more than **2 N's and no U's total** during the current year.
  4. They may be determined ineligible if there is a violation of the **Safe School Policy and/or Drug and Alcohol Policy**.
- C. Potential candidates will first need to have each of their teachers fill out a candidate evaluation form and earn enough points in order to run.
- D. Winning candidates in each level is determined on votes and teacher evaluations.
- E. Petitions will be given to qualified students running for office. These petitions will be turned in before the primary election. If a student fails to turn in the petition with parent signatures by the determined deadline, he/she will not be allowed to run for office. The student will have 3 school days to have this form signed and returned to the advisor.
- F. The student body elections will be held first, and after these elections are finished, the 7<sup>th</sup>, 8<sup>th</sup>, and 9<sup>th</sup> grade class officer elections will be held.
- G. If a tie occurs, the final position may be determined by GPA and Citizenship.
- H. The general election will be held after the students have had the opportunity to campaign. The student body officers will be the **Three (3)** candidates with the most votes and teacher evaluations.
- I. To determine the Student Body President, the three winning candidates will meet with a panel comprised of the following individuals: Student Government Advisor, Administrator, Head Secretary, and a current 9<sup>th</sup> grader serving as a member of student government. The candidates will all be given an opportunity to explain to the panel why they should represent HighMark 's student body as its president for the next school year. The panel will vote for the candidate they feel best exemplifies the qualities required to be a successful president.  
The class officers will be the **Three (3)** candidates with the most votes and teacher evaluations.
- J. Officers will be enrolled in a student government class during the regular school day.

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#### IV. Maintaining Office: Report Card/Policy Requirements

- A. Officers must maintain a **3.0 GPA each quarter** throughout his/her term. This includes the fourth term in which he/she is voted into office. If an officer falls below a 3.0 GPA at report card time, he/she will be placed on probation.
- B. An **"F"** grade on a report card will result in immediate dismissal from office.
- C. A **"U"** citizenship grade will result in immediate dismissal from office.
- D. An **"NC" or "I"** grade on a report card will make the officer ineligible to participate as an officer until the "NC" or "I" is changed to a passing grade. Upon notification of grades, an officer will have 10 school days to change these marks to a grade, or they will be counted as "F's", and the officer will be dismissed from office.
- E. A second **"N"** citizenship grade on a report card will result in probation. This includes the fourth term, in which he/she is elected.
- F. An officer must be in compliance with the Safe School Policy and/or Drug, Alcohol, and Tobacco Policy of HighMark Charter School. If an infraction occurs, he/she may be

- removed from office.
- G. Officers are responsible for their own GPA and citizenship progress. Teachers and administrators should not be approached regarding changes unless there is a computer or calculation error. The advisor will not intervene between officers and their teachers.
  - H. If a suspension occurs, he/she may be removed from office.
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#### V. Probation and Dismissal Guidelines

- A. The officer may be placed on probation or removed from office for any conduct that is deemed harmful to the reputation of the school or violates HighMark Charter School. This probation/dismissal may be caused by, but is not limited to: missing one or more activities, not completing duties, or other detrimental conduct.
- B. The probation period may be up to **twenty** school days from the day the officer is placed on probation.
- C. At the end of the probation period, an officer will need to submit a progress report in order to be reinstated to office. The progress report must reflect a 3.0 GPA and no “N’s” or “U’s”. If the progress report does not reflect this, the officer will be removed from office.
- D. An officer on probation **may not** wear the school sweater in school or at games during the probation period. The officer will not be excused from school to travel to any games and cannot ride the team bus.
- E. An officer on probation must attend all home games and carry out all his/her assignments, even though he/she may not wear the school sweater.
- F. If an officer on probation violates the Student Government Constitution, school policy, or district policy, he/she may be removed from office.
- G. An officer may be placed on probation **one time only**. The next violation will result in removal from office.
- H. If an officer is placed on probation, or is removed from office, the following appeal process will be used:
  - 1. Advisor, 2. Administration, 3. Standards Committee
- I. Officers may be placed on probation for, but not limited to, the following reasons:
  - 1. Failure to maintain a 3.0 GPA on a report card.
  - 2. Receiving another (second) “N” in citizenship on a future report card.
  - 3. Step three of the Student Conduct Infraction Notice.
  - 4. Showing disrespect to the advisor, fellow officers, student body, faculty or the administration.
  - 5. Inappropriate behavior at games or other school functions.
- J. Officers may be removed from office for, but not limited to, the following reasons:
  - 1. Step three of the Student Conduct Infraction policy.
  - 2. Committing a probationary offense a second time.
  - 3. Violation of the Code of Conduct while on probation.
  - 4. Receiving an “F” in any class.
  - 5. Receiving a “U” in any class.
  - 6. Non-compliance with the Safe School Policy and/or Drug, Alcohol, and Tobacco Policy of HighMark Charter School.

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## VI. Sweaters

- A. Sweaters or sweatshirts will be purchased by each officer. The cost will be the current retail price of a reputable vendor. Emblems chosen by the group will have a bearing on the price.
- B. The owner of the sweater **will not** let other members of the student body wear it. This action will result in probation for a period of 10 school days.
- C. The sweater is the property of the officer, and if lost, will be their responsibility to replace. If removed from office, students may not wear their sweaters to school or school activities.

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## VII. Duties of Officers

- A. Student Government shall have the power by vote of the majority of its members and subject to the veto power of the Student Government Advisor and the administration to:
  - 1. Plan worthwhile projects for the school.
  - 2. Conduct assemblies.
  - 3. Sponsor social functions.
  - 4. Serve as a role model.
  - 5. Instill the spirit of obedience and loyalty to the laws, customs, and traditions of the school.
- B. Duties of the president shall be to preside over all meetings of the Student Government, to appoint committees deemed necessary, and to preside over all activities.
- C. Class officers are responsible for up to two assemblies per year, and they represent in student government meetings, any concerns or suggestions by their peers.
- D. Officers will be in charge of raising morning announcements.
- E. Officers will be expected to attend "Pep Assemblies" and to sit with the student body and cheer (show school spirit) at the games.
- F. Completion of other duties as assigned by the Student Government Advisor.

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## VIII. Games and Activity Attendance

- A. Officers are required to attend all assigned games, unless a pre-approved, written excuse is allowed by the advisor. To avoid conflicts, do not plan activities between the hours of 4:30 and 7:30 on game days. These days will be planned for the entire year on your student calendar. Acceptable excuses include, but are not limited to, the following:
  - 1. Extreme personal illness
  - 2. Death in the family
  - 3. Wedding in the family
  - 4. HighMark school-excused activity.
- B. If an officer misses a game without prior approval, there will be a loss of points.
- C. Because officers are acting as representatives of HighMark Jr. High School, all officers must comply with standards set forth in the HighMark Constitution and Handbook. Failure to do so, will result in point loss, and if severe enough, placement on probation.
- D. Officers are not required to attend away games but are encouraged to do so.
- E. Assigned officers will be expected to report to the School Board during their meetings.
- F. Assigned officers will be expected to be in attendance at the monthly PTSO meetings if the meeting is on their student government class day.