

Article I - Official Designations

Section 1: Name of Organization

The name of the organization shall be the Associated Student Body of Wahluke High School, which is hereafter referred to as the ASB.

Section 2: Mascot

The mascot of Wahluke High School shall be the Warrior.

Section 3: Official Colors

The colors of Wahluke High School shall be maroon white, black, and gray.

Article II - Purpose

Section 1: Purpose

The Wahluke High School Student Council exists to oversee all aspects pertaining to student-sponsored activities and to protect the interests of the student body.

Article III - Powers

Section 1: The legislative power of this organization shall be vested in the Student Council with the Administrator right to veto.

Section 2: All Administrator vetoes shall be in writing and presented to the Student Council within 10 school days of veto. If written explanation exceeds the time limit then the veto is null and void.

Article IV - Membership

Section 1: Members

All students enrolled at Wahluke High School are eligible to vote. (Last amended 1994).

Section 2: Eligibility

Only those students who have purchased ASB cards shall be eligible to do the following:

1. Participate in interscholastic athletics.

2. Hold elective offices in the school, including class or club offices.
3. Gain membership in an ASB recognized club.
4. Be admitted to all ASB sponsored activities at free or student prices. All others must pay the adult price for these activities.

Section 3: Structure

1. The officers of the Student Body shall be the President, Vice President, Secretary, Treasurer, and the Activities Director. They will make up the Executive Council.
2. A representative from each recognized club, class or activity shall make up the Student Senate

Article V - Executive Council

Section 1: Members

1. The Executive Council shall consist of:
 1. President
 2. Vice President
 3. Secretary
 4. Treasurer
 5. Activities Director
2. The positions of vice president, secretary, treasurer, and activities director must be from any of the three upper high school classes.

Section 2: Purpose

1. Enforce in conjunction with administration all articles of the constitution
2. Assist the senate in the formation of legislation
3. Act as a link between the administration and the student senate and student body
4. Orchestrate all ASB activities.

Section 3: Duties of Officers

The duties of the ASB President shall be to:

1. Maintain and enforce this Constitution.
 2. Preside over all the executive board meetings, which are made up of all student body officers.
 3. Fill vacancies by appointment in the elective offices of Vice-president, Secretary, Treasurer, and Activities Director. This will be done within the two weeks of the occurrence of the vacancy.
 4. Will give a proposed agenda to the secretary at least two days prior to the Student Council or Executive Board meetings.
 5. May appoint special committees if a need for such committees arise.
 6. The President's signature will be required on all student sponsored activity forms. The President will be held accountable/responsible for all transactions of the Student Body.
 7. The Student Council President must be enrolled in at least three classes per trimester/semester. If this is not met he/she will immediately forfeit the office of the president.
 8. The President shall be a member of the senior class during his/her term of office.
2. The duties of the Vice-president shall be to:
1. Lead the flag salute at all student assemblies and council meetings
 2. Take over the duties of the President in his/her temporary absence.
 3. Become President upon the permanent departure, resignation or recall of the president.
 4. Be an ex-official member of all appointive Student Body committees and will vote on the committees only in case of a tie.
 5. Be generally responsible for spring Student Body elections
 6. Work with the president to make agendas for executive and ASB meetings.

7. Make sure there is a binder for each year for ASB executive council and for clubs as well as name tags for each club.
3. The duties of the Secretary shall be to:
 1. Take roll at all meetings of the Student Council.
 2. Record the meeting minutes of the ASB and executive board. These minutes must be written and saved in electronic format and in an ASB binder.
 3. Take care of all correspondence of Student Body and keep records of all incoming and outgoing correspondence.
 4. Publish Amendments of the Constitution.
 5. Be responsible for copying and having the agenda ready for the general ASB meeting. In the event that the President or Vice President cannot complete the agenda, the secretary will complete it.
 6. Deliver copies of minutes from the meeting, agendas, and other correspondence to the ASB advisor
 7. The secretary of the Student Body may sign in place of the treasurer in the event said treasure is absent from school.
4. The duties of the Treasurer shall be to:
 1. Act as head of the ASB account
 2. Keep accurate records of ASB requisitions to club budgets
 3. Complete a Treasurer's report at every Student Council meeting
 4. Preside over meetings aimed at setting a budget
 5. Treasurer's signature will be required on all student sponsored activity forms, (and forms necessary to release funds, i.e. Purchase Orders.)
5. The duties of the Activities Director shall be to:
 1. Work with the Vice-president in running the Student Body elections.

2. Serve as communication channel between all recognized clubs, and Club Advisors.
3. Publicize activities ~~through the media.~~
4. Establish and keep on a bulletin board all sponsored and approved activities by the executive board.
5. Be in charge of all ASB Activities
6. Maintain the ASB calendar with activities and requisitions

Section 4 - Powers of Executive Council:

1. Call student senate meetings
2. Approve or deny all financing of the student body
3. Charter ASB clubs and organizations

Section 5 - Terms

The terms of the executive board shall be for one year and begin on June 1st of each year and end on May 30th of the following year.

Article VI - Student Senate

Section 1 - Membership

The senate shall consist of representatives of the recognized clubs and organizations.

Section 2 - Organization

The presiding officer of the Senate shall be the ASB Vice President. The Executive Board shall be responsible for all agendas and minutes for the meeting. All club representatives are to attend as student senators.

Section 3 - Function

1. Take student input on issues related to ASB monies, clubs, activities, and appropriate student issues.

2. Formulate and pass written legislation intended to resolve problems associated with these issues.
3. Discuss with the administration, problems occurring outside the jurisdiction of student government.
4. Relate information and decisions back to designated constituencies.

Section 4 - Duties

1. Senators shall attend all Student Senate meetings. If attendance is not possible, Senators must arrange for his/her alternate to be present. If there is no representative present, all requisitions from that club/ organization will not be approved.
2. All discussion at Student Senate meetings must be reported to designated constituencies.

Article VII - Advisor

Section 1: Appointment

The ASB advisor shall be determined by the principal and the Executive Council

Section 2 - Duties

1. The Duties of the Advisor shall include:
 1. Oversee all ASB meetings. If attendance is not possible, the advisor shall designate someone to be his/her alternate
 2. Oversee all ASB activities
 3. Oversee all financial activities of the council
 4. Provide training to students and staff relating to ASB activities

Article VIII - Meetings

Section 1 - Meetings

1. The Executive Board shall meet on the first and third Monday or Tuesday of every month during the regular school year to develop an agenda for the regular meeting. This will be

an informal meeting without an agenda or minutes.

2. The Student Council shall meet on the first and third Thursday of every month following the Monday or Tuesday of every Executive Board meeting during the academic school year. Student Council meetings may be held on a different day with a more optimally schedule, for example on a half day where the entire school has one lunch, however 2 meeting must occur each month and advisors and students must be informed at least one week in advance of a change.
3. Emergency Student Council meetings may be called by either the Student Body President or a quorum of the Student Council Senate members, as needed. However, no action may be taken without an Administrator or the ASB Advisor present.
4. Clubs, class, and organization meetings may be held whenever the President of the club/class/organization deems it necessary. However, no action may be taken without an Advisor present.
5. ROBERT'S RULES OF ORDER REVISED shall be used to conduct all meetings of the Student Council.
6. No action may be taken at the Student Senate meeting without a quorum present; the quorum consists of 2/3 of the total membership of the Student Senate and an advisor or administrator

Article IX - Elections

Section 1 - Executive Council Elections

1. All potential Executive Officers must have a cumulative grade point average of at least 3.0 when filing for office.
2. No student may file for more than one of the offices being voted on at any one election.

3. A student may only hold more than one major office at a time with written permission from the ASB advisor, and the class or club advisor prior to the election. Major offices shall be Executive Officers and Class or Club Presidents.
4. All ASB Executive officers will be required to maintain at least a 3.0 GPA or higher every trimester or semester during their term of office. If any officer fails to meet these requirements he/she will be given three weeks in which to make up the deficiency. If his/her work at the end of those three does not average out to a 3.0, he/she will be automatically removed from office.
5. The Executive Council shall be elected by the Associated Students of Wahluke High School by May 30th.
6. Any student wishing to run for office and meeting the qualifications shall declare his/her candidacy by filing paperwork 10 school days before the election. Each Candidate will be responsible for-submitting a completed Associated Student Body Candidate Position form and a letter of interest for the position.
7. All elections will be by secret ballot, Including electronic ballots or programs. Absentee ballots will be allowed if arrangements are made two weeks prior to elections.
8. No person may vote that is not enrolled in Wahluke High School.
9. Winners will be determined by plurality.
10. In case of a tie for an executive officer there shall be a run-off election by candidates that are tied. The run-off election shall be held within 3 school days of the tie. A run-off election will be held during a special assembly or meeting time in which the candidates will be asked a series of questions developed by the current Executive Council.

Section 2 - Class Officer Elections

1. All class representatives must have a cumulative semester GPA of at least 3.0 or Higher
2. No student may file for more than one of the offices being voted on at any one election.
3. A student may only hold more than one major office at a time with written permission from the ASB advisor, and the class or club advisor prior to the election. Major offices shall be Executive Officers and Class or Club Presidents.

4. Any student wishing to run for office and meeting the qualifications shall declare his/her candidacy by filing paperwork 10 school days before the election. Each Candidate will be responsible for-submitting a completed Associated Student Body Candidate Position form and a letter of interest for the position to the class advisor.
5. The Election Committee, under the direction of the Vice-president, shall supervise all elections, count the ballots and certify the winners to positions covered in this article.
6. The Class Officer Elections shall use a standard or electronic ballot.

Section 3 - Club and Organization Elections

1. Qualifications for any elected student office or position shall meet the requirements of Wahluke High School's Activity Code. Any club/CTSO or organization may have higher qualifications if they are stated in their constitution or by-laws.
2. Clubs and organization elections will take place at the direction of the particular group but will be completed for the upcoming year by June 1st.
3. One student shall be elected or appointed as a representative from each class/club/organization.

Section 4 - Senate Representatives

1. All Class or Club Representatives must have a semester GPA of at least 2.5. If a person fails to meet these requirements he/she will be given three weeks in which to make up the deficiency. If his/her work at the end of those three weeks does not average out to a 2.5, he/she will automatically be removed from office.
2. Each class or club shall appoint two representatives. One being the President. Representatives can represent only one organization, and so a substitute representative will be allowed.

Section 5 - Ballots

1. All classes, clubs and organizations shall use a standard or Electronic ballot.

2. All groups using the standard or Electronic ballot shall comply with the following election rules except where otherwise specified by this Constitution.
3. On a standard or Electronic ballot the following shall be found:
 1. At the top of the ballot shall appear the name of the organization, the term of the office, and the date of the election.
 2. Name of the office(s).
 3. Candidate for each office listed alphabetically.
 4. Box for marking to the right of each candidate's name.
4. In case of question as to an election, the question will be submitted to the Student Council for final decision.
5. In case of a tie, the candidates shall be voted on by a standard or electronic ballot the following School day.

Article X - Legislation and Amendments

Section 1 - Amendments

1. Constitutional amendments may be proposed by the Student Senate or by a petition containing the signatures of at least thirty (30) valid ASB members and a clear statement of the suggested amendment and its purpose, (must be evident).
2. Proposed amendments initiated in the Student Senate must pass by 2/3 majority vote of the Student Senate and must then be submitted to the ASB for vote with a 2/3 majority vote required to be ratified.
3. By-laws of the Constitution shall be adopted by a majority of the Student Council-Senate. However, such by-laws may not be in conflict with any statements within the Constitution.
4. Proposed amendments shall be posted on the ASB bulletin board and sent to each class/club President at least one week prior to voting on the amendment.

Section 2 - Constitution

1. The constitution of the Wahluke High School must be approved by 2/3 majority vote of the Student Senate. Then it will be submitted to the total ASB. A simple majority will be required for any adoptions or revisions
2. A new constitution may be proposed and ratified in the same manner as a constitutional amendment.

Article XI - Removal From Office

1. Each class/club representative in the student council, executive board may be subject to impeachment or removal from office in the event they fail to do the following.
 1. Neglecting their duties
 2. Receiving grades below those set by this Constitution.
 3. Committing any serious breach of school rules
2. Impeachment proceedings may be started by any member of the Student Senate. Written charges, with the signatures of 30 Associated Student Body members, must be presented against the office holder or representative and be filed with the Executive Board one week prior to the vote. The office holder/representative will then be given an opportunity to reply to the charges. A 2/3 majority vote of the Student Senate is required to remove a person from office.
3. If an ASB officer is removed from office, his/her position; the position shall be filled by presidential appointment, and subject to approval of the Student Senate.
4. If the President is removed from office, the Vice-president shall automatically assume the Presidency for the remainder of the term.
5. If a class/club representative to the Student Senate is removed from office, his/her position shall be filled by an appointment made by the President or advisor of the class/club he/she represented, with approval of the class/club.

Article XII - ASB Clubs and Organizations

Section 1 - Organization

1. Any group that wishes to receive ASB funding or sponsorship must receive a charter from the ASB.
2. Any group requesting a charter must apply in writing to the Executive Board with a constitution for their organization. All chartered activities must have a Constitution on-file in the ASB office.
3. If the Executive Council approves the chartering request, it will be brought before the Senate. A majority approval vote by the Senate is required. The charter will then be submitted to the school administration for approval before it goes into effect.
4. For any group to be chartered, it must:
 1. Not discriminate on the basis of race, color, creed, sexual orientation, or gender.
 2. Have a clearly defined purpose and structure stated in their constitution.
 3. Conform to all rules stated in this constitution, state, and federal regulations.
5. No club will be granted a charter if it interferes with or imposes upon the operation of any other club or organized activity at Wahluke High School.
6. The Executive Board shall suspend the charter of any club that violates any of the provisions in Article XII.
7. Clubs with no activity for one year will be deemed inactive and their funds absorbed by general ASB.
8. Any new club will be given a \$200 loan from general ASB to be paid back before any more funds can be borrowed.
9. Clubs and organizations will not be able to put requisitions or hold fundraisers until all elected positions are filled.
10. Recognized clubs and organizations will be listed in the ASB binder held in the office at Wahluke High School and shall be added to the Constitution of Wahluke High.

Section 2- Fundraising

1. There is no limit on the amount of fundraisers a particular club can host.

2. If two clubs have a similar fundraiser on the same day, the club that turns in their request first gets it. Two similar requests from two different clubs must be done a week apart.
3. The club who has to reschedule their activity has to be polite and respectful towards the other club. If inappropriate behavior is displayed, then that club's activity is subject to suspension from the ASB.

XIII: ASB Procedures

Goal of procedures: The goal of these procedures is to clear up the "grey" areas in some of clubs, accounts, and activities involved with ASB and define curricular and extra curricular activities and expenses clearly and in writing.

Long term Goal: The long term goal of these procedures is to make ASB traditions, practices, routines and expectations the same regardless of Administration, teacher, advisor and/or building turnover or change.

1. Band:

Curricular (ASB NOT Required)

Pep Band, Defined as the student playing in the band at sporting events to support their team, community, and show off their talent. Should be considered "working" at the event so are not required to purchase an ASB card to "work" at the game or event.

Marching Band, Defined as a group that travels to parades and events to perform for a score and compete against other schools and organizations. These parades and events are paid for by the district and/or High School budget, therefore should not be required to purchase an ASB card.

Extra Curricular (ASB Card Required)

Band Club, Defined as students that would like to participate in fundraising, concessions, extra curricular and/or fun activities to support band are required to purchase an ASB card.

-Examples: Attend CWU concerts, Trip to silver wood, Buying/selling tamales, Attending symphony in Yakima, etc.

2. ASB Cards

Wahluke High School: All Referees for High School Games are paid for out of the Gates ASB account at the High School. Revenue is collected from entrances fees. The students or adults working the gates are also paid minimum wage out of the gates account.

MS, SME, ME ASB Cards: In 2019 Wahluke Elementary Schools started selling ASB cards to their student for \$15. \$10 of that money goes into the High School ASB card account. That money is given to the high school to cover cost of referees and gate employees. \$5 goes into their schools account.

ASB Card Account (1011) VS Gates Account (2012): The Goal of the Gates account is to make more money than the cost of Referees and the employees that work at the gate. In the event that not enough gate money is generated that school year to cover costs money will be

transferred from the ASB card account to the Gates account to ensure the account does not end up in the negative.

3. Undocumented or unapproved ASB Fundraisers:

> In the event that a club, sport or class runs a fundraiser without the General ASB's approval, the funds should be deposited immediately. All events, fundraisers, etc will be cancelled until all necessary paperwork has been filed and approved at a scheduled ASB meeting.

4. Extra Concessions during club ran concessions

>If the cash box has an overage(extra) money at the end of the night, that cash shall be deposited into the concession (1030) account.

>In the event that the cash box is short(not enough) money at the end of the night the club working concession shall have that amount deducted from their earning before any money is deposited into their club account.

5. Class/Community Service/Class fees/etc.

Goal: The goal of this ASB Procedure is to eliminate the questions surrounding what class fees are required for senior trips, who pays them, why, and to clarify hour of community service for graduation and eliminate class hours from our vocabulary.

- 1. Community Service hours required for graduation: 20 hours**
- 2. To go on a senior trip: \$20**

6. Use of Gates, Family pass and ASB card account for athletics

Expenditures: The intended use of the Gate account (2012) is to pay for Referees, officials, umpires, timing systems, judges, Etc., for approved Wahluke School District athletic contests or tournaments for home regular season games. This account may also be used for paying ticket takers, announcers, score keepers, line judges, etc.

Income: This account is funded through the collection of an admission fee at athletic events, this account may also do fundraisers

Expenditure Exceeding Income: If the Gate Account is depleted, the family pass account should then be used to pay for Expenditures, and both the fore mentioned accounts are depleted the ASB Cards account should be used for any remaining charges.

XIV: Dissolution of ASB

1. If the Wahluke High School ASB was ever dissolved by the Wahluke School District #73, the ASB funds would revert to the Wahluke School District under the control of the District's School Board of Directors
2. WAC 392-138-021: Title to Property-Dissolution of an ASB, Title to all property acquired through the expenditure of an ASB's public moneys shall be vested in the school district. In

the event the ASB ceases to exist for any reason, then the school district and parent associated student body shall cease carrying any money or account on behalf of or to the credit of the organization, and the records of the organization shall be retained and disposed of in accordance with applicable state law regarding the retention and destruction of public records.

3. The records of the school's ASB Constitution and the ASB council Minutes shall be kept in perpetuity in a safe and central location and per the applicable state laws regarding retention can be sent to the state archives.

XV: Glossary of terms

1. Organizations shall include all clubs, activities, CTSO organizations, and sports teams.
2. The De minimis amount shall be \$25 for the Wahluke High School ASB