

Constitution and By-laws of the Pennsylvania Association of Student Councils

Article I. Name

Section 1. The name of this organization shall be the Pennsylvania Association of Student Councils.

Article II. Purpose

Section 1. The purpose of this organization shall be to promote leadership, improve student participation in school government, and other school related activities.

Article III. Membership

Section 1. Membership shall include any school in the state of Pennsylvania which has paid annual dues.

Article IV. Executive Board

Section 1. The control of the organization shall be vested in the Executive Director.

Section 2. The Executive Board shall consist of one adult from each PASC district, a student from each PASC region, the state president, the state president-elect, two representatives from the Pennsylvania Association of Secondary School Principals, two middle level representatives, a Middle Level Coordinator, Treasurer, the Executive Director and the Assistant Executive Director. During the month of January only, the board will include two representatives from those PASC regions that are changing student representatives (incoming and outgoing), the incoming state president and the outgoing state president.

Section 3: The following shall be non-voting administrative coordinators of the Executive Board: summer leadership workshop directors, registrar, publications coordinator, middle level coordinator, NASC Trip coordinator, state conference host advisors, Alumni Partners coordinator, NASC Region 2 representative/liaison when from Pennsylvania, NASC conference student chairmen and host advisor when the conference is in Pennsylvania, other positions as determined by the Executive Board.

Article V. Elections to the Executive Board

Section 1. There shall be 13 district associations in the state with each electing one adult to serve according to the Executive Board approved District Directors' job description. The Executive Board will determine the length of the term for the District Director.

Section 2. A student will be elected from each of the following regions.

- Region A consisting of Districts 1 and 2
- Region B consisting of Districts 3 and 4
- Region C consisting of District 6
- Region D consisting of Districts 7 and 9
- Region E consisting of Districts 8
- Region F consisting of Districts 11 and 12
- Region G consisting of Districts 10 and 13

These regions will caucus at the state conference and select a school to name their regional representative.

Section 3. All regional representatives will serve for two years beginning January 1 and ending January 31 two years later.

Section 4. Any school represented on the Executive Board by a student regional representative shall not be eligible again for six years.

Section 5. Two middle level representatives will be selected by interview at the state conference. Interviews will be conducted by members of the Middle Level committee. The term will run from January 1 until January 31 of the following year.

Article VI. Student Conference Chairman

Section 1. The only student officer will be the chairman of the annual conference who shall come from the host school and hold the title of President.

Section 2. Duties of the President/Conference Chairperson

- a. To consult with the Executive Director or members of the Executive Board in spring to arrange for the Spring Planning Meeting.
- b. To arrange within his school for the necessary committees to take care of housing, meals, registration, transportation, entertainment, etc., for the conference.
- c. To preside at all sessions of the conference.
- d. To assist the Executive Director in appointing members to standing committees of the Executive Board.

Article VII. Executive Director

Section 1. The Executive Director shall be selected by the Executive Board for a term of three years.

Section 2. A written job description for the position of Executive Director shall be adopted by the Executive Board prior to the beginning of each year term.

Article VIII. Annual Conference

Section 1. The Annual Conference of the association shall be held during the months of October or November. The actual dates of the conference are to be set by the host school with the approval of the Executive Board.

Section 2. Delegates: the number of delegates from each school shall be determined by the Executive Board. The total number of delegates permitted to attend will be set by the Executive Board after consultation with the host school.

Article IX. Dues

Section 1. Dues are set annually by the Executive Board and are payable to the Executive Director. The date for payment shall be set by the Executive Board.

Article X. Headquarters

Section 1. The State Headquarters shall be at the school of the Executive Director.

Article XI. Committees

Section 1. The following shall be standing committees of the Executive Board:

- Constitution and Policy Committee
- Middle Level Committee
- Membership and Resource Development Committee
- NASC Relations Committee
- Publications and Marketing Committee
- Special Projects Committee
- State Conference Committee
- Summer Workshops Committee

Section 2. Membership of standing committees shall consist of voting members and non-voting administrative coordinators of the Executive Board. The chairmanship of all standing committees must be held by a voting member of the Executive Board.

Section 3. Additional ad hoc committees may be created by the Executive Director in consultation with the state president. Membership of ad hoc committees shall be determined by the Executive Director in consultation with the state board.

Article XII. Amendments

Section 1. All proposed amendments to the Constitution must be submitted to the Executive Board. After favorable action by a majority of those members present at a meeting of the Executive Board, the proposed amendment will be submitted to the proper group at the state conference. If it concerns the students, it will be submitted to the students delegates; if it concerns the advisor group, each council present will have only one vote. A two-thirds vote of those councils present will be necessary to ratify the proposed amendment. All member councils shall be sent a copy of the proposed amendment at least 30 days prior to the state conference.

By-Laws

- Article 1.** The state president and regional representatives shall be delegates to the National Association of Student Councils Conference. The registration fee and all or part of the students' travel expenses shall be paid by the Association at the discretion of the Executive Board.
- Article 2.** The Executive Director shall be paid an honorarium, the amount of which shall be determined by the Executive Board.
- Article 3.** The Executive Director will be bonded.
- Article 4.** A copy of the current job description of the Executive Director shall be available from the state office or any district director upon request from any member school.
- Article 5.** The policies adopted by the Executive Board will govern the operating procedures of the organization.

Amended 11/11