

# The Student Association Constitution of Spencerville Academy

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# Preamble: Our Purpose

We, the high school students of Spencerville Adventist Academy, in order to promote school spirit, improve the student experience, strengthen the student voice, and promote a positive environment in which Christ may be displayed, do ordain and establish this Constitution for Spencerville Adventist Academy's high school.

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## Article 1: The Basics

### *Section 1: Structure*

The high school student body, representing SAA's students in 9<sup>th</sup>-12<sup>th</sup> grades, will be called the Student Association (SA). Its government will consist of its upper chamber, the Cabinet, plus two lower chambers, the Student Parliament and the Student Council.

### *Section 2: Sponsorship*

SAA's administration will determine the SA sponsors. The function of the SA sponsors is to advise and guide the officers in the decision-making process and to be present at all meetings and activities.

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## Article 2: The Cabinet

### *Section 1: Purpose*

The SA Cabinet, the upper chamber of the SA, exists to serve as leaders for the student body. This SA Cabinet will plan events to promote student unity and school spirit as needed. It must manage the money supply and fundraise as needed for the SA.

### *Section 2: Membership*

- *President.* The SA President will represent the SA at-large, delegate various responsibilities, and lead the effort to fulfill the SA's purpose. The SA President will preside over the Student Parliament.
- *Vice President.* The SA Vice President will assist the SA President with his/her duties. The SA Vice President will preside over the Student Council.
- *Social Vice President.* The SA Social Vice President will be in charge of SA publicity and advertising matters.
- *Secretary.* The SA Secretary will keep the operations of the SA organized.

- *Treasurer.* The SA Treasurer will manage the financials of the SA.
- *Technology Specialist.* The SA Technology Specialist will manage all AV matters for the SA.
- *Media Specialist.* The SA Media Specialist will manage all SA matters regarding photography and videography.
- *Pastor.* The SA Pastor will lead the SA spiritually, and will be student leader of Campus Ministries.
- *Sergeant-at-Arms.* The SA Sergeant-at-Arms will maintain order within the SA during meetings and events.
- *Class Ambassadors.* The SA Class Ambassadors (two per class) will represent their class's interest on the Cabinet. Elected by their class, these two Ambassadors will serve as the liaison between their respective classes and the Cabinet.

### *Section 3: Meetings*

The SA Cabinet must have one meeting scheduled per month. The SA President or Vice President may call emergency meetings. Quorum, which is a majority of the officers plus one sponsor, must be met for a meeting to occur.

### *Section 4: Annual Elections*

All candidates running for an office must be approved by SAA's administration. The election will be held within the last three weeks of the school year, and the results announced before the school year ends. The winners hold their office until the end of the next academic year. All students and high school staff may cast one vote for each office in any SA election.

### *Section 5: Position Changes*

If any SA officer fails to meet the expectations of his/her office, the officer may be warned, impeached, and/or removed. Any SA officer may resign after a formal letter of the resignation to the SA Head Sponsor. The letter of resignation may be presented to the Cabinet. SA officers that are removed or resign are not eligible to rejoin the Cabinet.

### *Section 6: Special Elections*

If the Cabinet has a vacancy during the school year, the Cabinet may call a special election to fill the vacancy. Special elections will be announced and administered within 20 school days. They will be held during a special assembly approved by a SA sponsor and a high school administrator. All candidates must be approved by administration. To

expedite the process, the SA reserves the right to restrict eligibility to two candidates nominated by the Cabinet.

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## Article 3: The Parliament

### *Section 1: Purpose*

The Student Parliament (SP) exists to see issues in our school and recommend specific steps to fix or improve those issues.

### *Section 2: Membership*

- *SA President.* The SA President will preside over the SP.
- *SA Secretary.* The SA Secretary will keep the operations of the SP organized.
- *SA Sergeant-at-Arms.* The SA Sergeant-at-Arms will maintain order within SP meetings.
- *SA Cabinet.* The remaining SA Cabinet officers will sit on the SP.
- *Team Representation.* Every approved extracurricular club may send one representative to the SP.
- *Administration Representation.* A majority of administration will sit on the SP.
- *Staff Representation.* The Staff should have one representative to the SP for every three student representatives to the SP. Staff representatives should be nominated by the SA President, and approved/confirmed by administration.

### *Section 3: Meetings*

The Student Parliament must have one meeting scheduled per academic quarter. Quorum, which will be defined by the Cabinet at the beginning of the school year, must be met for a meeting to occur.

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## Article 4: The Student Council

### *Section 1: Purpose*

The Student Council (SC) exists to act, as per student or administrative request, as an intermediate disciplinary step, when available, before a student is recommended to Discipline Committee.

### *Section 2: Membership*

- *SA Vice President.* The SA Vice President will preside over the SC.

- *SA Secretary.* The SA Secretary will keep the operations of the SC organized.
- *SA Sergeant-at-Arms.* The SA Sergeant-at-Arms will maintain order within the SC.
- *Class Representation.* The Sergeant-at-Arms of every class will sit on the SC.
- *Administration Representation.* One administrator will sit on the SC.

### *Section 3: Meetings*

The Student Council should have at least one meeting scheduled per month. Depending on the amount of disciplinary situations that come up, the Student Council may meet more often. If no disciplinary situations need to be deliberated, then the SA Vice President, in agreement with the high school administrator, may cancel the scheduled meeting.

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## Article 5: Special Processes

### *Section 1: Amendments*

Amendments can only be proposed in the SA Cabinet. Amendments require a unanimous vote of the Cabinet, or a 2/3 majority vote of the student body. Amendments must have the approval of the SAA administration.

### *Section 2: Membership Expansion*

Membership of the Cabinet or the SP may be expanded with a 3/4 vote of the Cabinet, plus the approval of one high school administrator. The SC cannot be expanded.

### *Section 3: Handbook*

All topics under student jurisdiction left unclear by this Constitution will be clarified in the SA Handbook, written and maintained by the SA President, SA Vice President, and SA sponsors.

### *Section 4: Ratification*

The SA Constitution must be ratified with a unanimous vote by the existing Student Council and SAA's administration, in addition to a majority vote by SAA's school board and SAA's high school student body.

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# Footnotes

*From the SC President:* This Constitution marks the completion of years of hard work. Like anything worth achieving, progress was painstakingly slow at times. Finally, all of the hard work has paid off. In this document, the success of the previous SC is merged with a new, streamlined structure for our student government, producing a government that is truly of the students, by the students, and for the students. This document, and the years of toiling behind it, proves why the students are truly what makes Spencerville unique and unlike no other. Let the tradition live on ☺

*(Although adding personal footnotes is non-traditional, I thought it would be nice for the three main framers of this document to say a few words to the future readers of it. So, please say something here! ☺)*

*From the Head Sponsor:* The completion of this document, although it is occurring under my leadership, is the culmination of countless hours of work by previous officers and sponsors over the past years. It is to be a starting point for the official recognition of the high school students and staff at Spencerville Adventist Academy as an organized body and to promote the furtherance of the school's goals.

*From Administration:*

*Printed*