

March 11, 1994

A k i b a H e b r e w A c a d e m y: S t u d e n t A s s o c i a t i o n C o n s t i t u t i o n

I. PREAMBLE

- We, the student body of Akiba Hebrew Academy, under authority granted by the Faculty and Administration of Akiba Hebrew Academy, do organize and establish a democratic form of student self-government that will serve as a responsible authority in student affairs and that will inspire student activities for the best interests of the students and of Akiba Hebrew Academy.

II. ARTICLE I: Terms Used

- A. Student body: the students of Akiba Hebrew Academy
- B. Student Association (SA): the representative student government of the entire student body that deals with issues that affect the entire student body at Akiba Hebrew Academy.
- C. Middle School Council (MSC): the representative student government for the Middle School that will deal exclusively with Middle School issues.

III. ARTICLE II: Student Association Executive Board and Their Duties

- A. The Executive Board of SA consists of President, Vice-President, Secretary, and Treasurer.
- B. The duties of the President are to:
 - 1. Preside over all meetings of SA
 - 2. Create and appoint temporary committees of SA
 - 3. Recruit members of the student body to serve on committees of SA
 - 4. Exercise the powers and duties of the Vice President when such action is necessary
 - 5. Serve as the spokesperson for the student body at meetings of the Board of Directors, to the administration and the community
 - 6. Appoint, in case of a temporary vacancy, a replacement for any Executive Officer of SA, subject to the approval of a majority of SA
 - 7. Meet with the Principal of Headmaster once a cycle for the purpose of discussing issues related to the student body
 - 8. Schedule and conduct a monthly meeting with the Executive Board of the Middle School Council
- C. The duties of the Vice President are to:
 - 1. Be a non-voting member of all committees of SA
 - 2. Coordinate and serve as a liaison among all committees of SA
 - 3. Exercise the powers and duties of the President when such action is necessary
 - 4. Serve as chair of the Student Activities Committee

5. Enforce adherence to Robert's Rules of Order at SA meetings
6. Recruit volunteer to serve on committees of SA

D. The duties of the Secretary are to:

1. Record, keep and preserve the minutes of every meeting of SA
2. Supervise the posting and distribution of these minutes and all notices pertaining to SA and SA business
3. Be responsible for all correspondence of SA
4. Be responsible for the preservation of important documents and communications
5. Maintain records of all decisions of SA
6. Exercise the powers and duties of the Treasurer when such action is necessary
7. Record the attendance of SA meetings and change the status of members when necessary (see Article VIII)
8. Serve as chair of the Judicial Board

E. The duties of the Treasurer are to:

1. Administer all finances of SA
2. Keep accurate records of SA finances
3. Serve as chair of the Finance Board
4. Examine and audit the financial statements of clubs, grades, or other groups which participate in sales or projects under the auspices of the Finance Board
5. Exercise the powers and duties of the Secretary when such action is necessary
6. Assume responsibility for all sales/fund-raising projects undertaken by SA

F. If an Executive Officer of SA needs to resign his/her position, a new election will take place as soon as possible, following the rules regarding elections in Article III.

IV. ARTICLE III: Election of the Executive Board of SA

- A. The election of the SA Executive Board takes place in late March or early April, before the senior class has their final exams. The date for this election is determined by the Principal of the Upper School, in consultation with the SA Executive Board and SA advisor(s). The date of the election and the timetable for the events that precede the election will be announced to students at the start of the second semester and posted on the SA bulletin board.
- B. Candidates for the election to the SA Executive Board must be members of the current tenth or eleventh grade classes. A student may run for only one office. Any candidate who is undecided about participating in an alternative program must make it clear during his/her campaign that s/he is considering such a program.
- C. Nominations for these four positions may take place in two ways:
 1. A student may nominate him/herself by submitting his/her name in writing to the current SA President or SA advisor(s) at least three weeks before the election.
 2. Each section of each grade, including the senior class, will submit, in writing, the names of nominees for each office to the current SA President or SA advisor(s) at least three weeks before the election. The current SA Secretary must remind the SA section

representatives to ask their sections to complete this task.

- D. After the names of nominees have been submitted to the SA president, s/he and the SA advisor(s) will consult with each of the nominees and then prepare a list of nominees. The names of the nominees must be posted in a prominent place at least two weeks before the election takes place.
- E. It is strongly suggested that each nominee submit a position paper to the current SA President or SA advisor(s) at least one week before the election takes place; this position paper is optional. In addition, each candidate must write a speech that will be given the day before the election at an all-school assembly. The speech must be approved by the SA faculty advisor(s) at least one week before the assembly.
- F. A meeting of all candidates will be convened by the current SA President and SA advisor(s) in order to determine the length of speeches, the number of posters and other rules related to the campaign.
- G. All materials used for this campaign must be purchased by the candidate and must be appropriately disposed of at the conclusion of the election.
- H. An all-school assembly is held on the day before the election. At this assembly, each candidate will have the opportunity to address the student body in a manner determined at the meeting of all candidates of all candidates (see #6). The order in which these speeches are given is decided randomly.
- I. On the day of the election, each member of the student body, except for members of the senior class, may cast a secret ballot. These ballots are counted by the Headmaster or building Principal(s). The result of the election will be announced to the candidates before they are announced to the student body.
- J. The newly elected SA officers assume their positions at the SA meeting that follows the election and after they have been installed into office at an all-school assembly. At that time, each officer repeats the following affirmation:
 - “I, (name), as (title of office) of the Student Association of Akiba Hebrew Academy, shall endeavor to fulfill the responsibilities of my office, to further the philosophy of Akiba Hebrew Academy and to uphold the constitution of the Student Association.”

V. ARTICLE IV: Finance Board

- A. Purpose: to approve and monitor any sale or fund raising project undertaken by any club, grade or other student group.
- B. Membership: a representative from each Middle School grade and the treasurers from each Upper School grade, the Middle School Council Treasurer, the Student Association Treasurer. The Chair of the Finance Board is the Student Association Treasurer. Each grade representative of the Finance Board has one vote. In the case of a tie, the SA treasurer casts the deciding vote.

C. Meetings: The Finance Board meets once a cycle in a regularly scheduled meeting. A faculty advisor is assigned by the Administration. The time and place for the meeting must be publicized. All meetings are open to the student body.

D. Responsibilities:

1. Create and appoint temporary committees of SA
2. To audit all grade and club finances on a quarterly basis.
3. To ascertain that *Tzedakah* is contributed from sales at a minimum rate of 10% quarterly.
4. To ascertain that the purpose of a sale or fund-raising project provides a service to the student body.
5. To determine whether a student organization is eligible for financial assistance from the Student Association.
6. To determine that the price structure of items in a sale is fair and ethical.
7. To ensure that there is no duplication of fund raising projects or sales if such duplication will result in a decrease in the amount of money raised or the effectiveness of a project.
8. To distribute sales and fund-raising projects to clubs, grades and other student groups in a fair and consistent manner.
9. To establish a consistent system for the approval of sales and fund raising projects.

E. Procedures for the approval of a sale or fund raising project

1. Any club, grade or student organization that wants to submit a sale or project must get the appropriate form from a member of the Finance Board or from a central location.
2. This form must be completed with all applicable signatures.
3. Once this form is complete, it is given to a member of the Finance Board or left in the designated mailbox.
4. At the weekly/cyclical Finance Board meeting, the completed form is presented for discussion by the Finance Board. The person(s) who has completed the form must be present at the meeting.
5. The Finance Board votes to approve or disapprove the proposal as listed on the completed form. The Finance Board can also request that changes be made and the form be resubmitted. A majority vote of the Finance Board is necessary for approval of the proposal.
6. The approved proposal is brought to the next Student Association meeting. In other words, only proposals that have been approved by the Finance Board may be brought to the Student Association.
7. The Student Association votes to accept or reject the Finance Board's recommendation. As with any motion in SA, the Finance Board's recommendation may be discussed by SA.
8. When the Student Association has voted to accept the Finance Board's recommendation the sale/fund raising project may begin.
9. If the Student Association votes to reject the Finance Board's recommendation, the proposal may be returned to the Finance Board for additional discussion and be resubmitted to the Student Association.

F. Distribution of sales/produces

1. There are two types of sales/projects: fixed and open. Fixed sales are those that will occur without students actively advertising or selling, such as the candy machine, soda machine and hot lunches. Open sales/projects are those which depend upon students organizing and actively selling or participating such as the flower, *challah* and pretzel sales and walkathons. Fixed sales are only permitted for the 11th grade, 12th grade, yearbook and Student Association.
2. Those sales that are fixed shall be grandfathered for the 1993-1994 school year. They are: candy machine to the eleventh grade, ice cream machine to the yearbook; juice machine to the Student Association; soda machine to the Student Association; hot lunch to the twelfth grade during the first semester and the eleventh grade during the second semester.
3. In future years, sales and projects that have been grandfathered under Provision b, will be offered by the Finance Board to the same grade or group in the Spring for the following academic year. If a grade or group or group for the coming academic year, using the procedures listed previously under #5 procedures for the approval of sales or projects. However, the following Spring, the sale or project is re-offered to the grade or group to which the sale was originally grandfathered.

VI. ARTICLE V: Judicial Board

- A. The Judicial Board is chaired by the Secretary of SA. The President of SA shall also sit in on Judicial Board meetings.
- B. The purpose of the Judicial Board is to:
 1. Review the SA Constitution regularly
 2. Insure not only that the SA Constitution is followed but also that it also remains consistent with the changes that may occur at Akiba Hebrew Academy.
 3. Review, discuss and prepare for presentation to SA, any proposed amendments to the SA Constitution.
 4. Review the discipline code of the Upper School and the Middle School in order to make appropriate recommendation to the Administration.
 5. Serve as a grievance board for students and faculty in cases related to student discipline.
 6. Serve as an advisory body to the Principals and Headmaster.
- C. The Judicial Board is made up of the SA Secretary, the MSC Secretary and one student from grades six through twelve. The representatives from grades seven, nine, ten and eleven (upcoming eighth, tenth, eleventh, and twelfth grades) shall be elected in April, after election of the SA officers, and serve until the following April. The representatives from the new sixth, seventh, and ninth grade classes shall be elected in October and will serve until April. The entire Judicial Board shall never meet to discuss all issues brought to it.
- D. When Judicial Board meets to review the discipline codes of the Upper and Middle Schools (item 2d above), the Headmaster, Principals and Guidance Counselors will attend the meeting.
- E. Whenever it is called into session to serve as a grievance board for students (item 2e above), four faculty representatives, elected or appointed by any method chosen by the faculty, will meet with the Judicial Board. In addition, the Headmaster and SA faculty advisors will attend

this meeting. The role of the Judicial Board in hearing a grievance is to offer advice only. The Principals or Headmaster may choose to disregard this advice. When Judicial Board meets in this capacity, the meetings are closed to the student body.

- F. Meetings of the Judicial Board are open to the student body except when Judicial Board is meeting as a grievance board.
- G. The Judicial Board meets at least once a marking period: mid October; late December, mid-February and mid-May. These meetings are called by the SA President and SA Secretary. In addition, it can be called into session by any member of the student body who makes a request, in writing, to the Secretary of SA. However, if the meeting is being called by a student to discuss a student's grievance (item 2e above), the Principals or Headmaster may cancel the meeting.
- H. When the Judicial Board meets to discuss items a, b, c or d as listed above under #2, the minutes of the meeting shall be presented at the SA meeting which follows the Judicial Board meeting.
- I. A faculty advisor who is familiar with the SA Constitution serves as advisor to the Judicial Board.
- J. When the Judicial Board is dealing with item 2c (above), each grade representative on the Judicial Board has one vote. In this case of a tie, the SA Secretary casts the deciding vote. When the Judicial Board meets for any other reason, no votes are taken.

VII. ARTICLE VI: Student Activities Committee

- A. The Student Activities Committee is chaired by the SA Vice-President.
- B. The purpose of this committee is to plan, coordinate and carry out student activities that involve the entire student body. This would include, but is not limited to: assemblies, school spirit activities, Jewish holiday programs, *Kabbalat Shabbat*.
- C. Most planning of activities is done by smaller sub-committees made up of volunteers from the student body. Each SA representative is responsible for informing his/her grade or section of the existence of these sub-committees and for asking for volunteers. SA representatives must submit names of volunteers to the SA Vice-President.
- D. The SA Vice-President must inform volunteers of the time and place of planning meetings.
- E. A report from each sub-committee is given at SA meetings.

VIII. ARTICLE VII: *Chesed* Committee

- A. The Student Association, as part of Akiba Hebrew Academy and thus bound by Akiba's philosophy, has a strong commitment to *Chesed*. Therefore, the *Chesed* Committee has a unique place in the SA Constitution

- B. The purpose of the *Chesed* Committee is:
1. To educate the student body concerning the need, value and obligation of *Gemilut Chasadim*.
 2. To develop, plan and implement age-appropriate activities related to community service/social action/*Gemilut Chasadim*.
 3. To assist the Finance Board in the auditing of sales and the determination of each sales' contribution to *Tzedakah*
 4. To determine the distribution of *Tzedakah* collected from sales
 5. To plan appropriate assembly programs and school-wide projects related to *Chesed*
 6. To collect and distribute *Tzedakah* on a regular basis
- C. Membership in the *Chesed* Committee is voluntary. The Student Association encourages every section of every grade to send at least one representative to the *Chesed* Committee's meetings.
- D. A representative of the *Chesed* Committee makes a report at each SA meeting.
- E. The *Chesed* Committee maintains a bulleting board that will inform students of its activities and goals.

IX. ARTICLE VIII: Representation in the Student Association

- A. Each section of each grade elects one representative (and one alternate who serves when the representative is unable to attend a meeting) to the Student Association.
- B. Each section must elect its representative and its alternate by the second advisory or class meeting of the school year.
- C. Each grade elects two at-large representatives (and two alternates who serve when the at-large representatives are unable to attend a meeting) to the Student Association.
- D. Nominations for the at-large representatives, including the alternates, are made during the first week of school in history or Core classes. These nominations are turned over to the Student Association's President and faculty advisor(s) who prepare(s) a ballot for each grade.
- E. The election of these at-large representatives and alternates is held during the second week of the school year through the use of secret ballots distributed in History or Core classes and collected and counted by the faculty advisor(s).
- F. Any grade which has only one section has only two representatives and two alternates.
- G. Sixth and seventh grade sections, with the guidance of their Core teachers, may hold elections for Student Association representatives and at-large representatives on a different timetable than that listed above. Sixth and seventh grade sections are urged to have representation at the first Student Association meetings, even if they are only interim representatives.
- H. Any representative or elected member of a committee who does not provide and alternate and misses more than two consecutive meetings of the Student Association must meet with

the Executive Board of the Student Association in order to be warned of the seriousness of his/her failure to attend meetings. After the third time that a representative misses a meeting, the Secretary will inform the section or grade that a new election must take place immediately. The representative may run again.

- I. Voting on motions in SA may only take place if two-thirds of the representatives are present. Voting is done by the raising of hands. The Secretary will count the votes.

X. ARTICLE IX: Middle School Council

- A. The Middle School Council (MSC) is an organization within SA. It has a President, Vice-President, Secretary and Treasurer. The President of MSC is a non-voting member of SA. The Vice President is a non-voting member of the Student Activities Committee. The Secretary is a non-voting member of the Judicial Board. The Treasurer is a non-voting member of the Finance Board.
- B. The MSC serves as a forum for Middle School students to discuss issues that affect the Middle School. In addition, the MSC plans and runs all activities that involve the Middle School student body only.
- C. Each section in the Middle School elects two representatives who will attend MSC meetings. All Middle School students are encouraged to become involved in the committees that will plan Middle School activities.
- D. As with other student organizations, the MSC is accountable to SA. A report from the MSC is given at each SA meeting so that all students in the student body can be made aware of the activities, issues, problems and successes of the Middle School and its students. A copy of the official minutes of the MSC must be given to the SA Secretary to be kept in the official records of SA.
- E. The MSC must submit a proposal for a sale or project to the Finance Board. With the recommendation of a Finance Board and the approval of SA, the MSC may raise money or undertake projects, providing that there is a specific purpose or goal for the fund raising or project. MSC should not build up a substantial treasury from year to year, nor should any moneys left at the end of the school year be carried over as a grad moves to Upper School.
- F. When MSC is in need of funds in order to undertake an activity, the MSC may make a request at an SA meeting.

XI. ARTICLE X: Duties and Election of Middle School Council Executive Board

- A. The duties of the MSC President are to:
 - 1. Preside over meetings of MSC
 - 2. Create and appoint temporary committees of the MSC

3. Exercise the powers and duties of the Vice President, when such action is necessary
4. Represent the Middle School as a non-voting member of SA
5. Serve as the spokesperson of the Middle School student body to the Middle School Principal, Administration, faculty and community

B. The duties of the MSC Vice President are to:

1. Be a non-voting member of all committees of the MSC
2. Coordinate and serve as a liaison among all committees of the MSC
3. Exercise the powers and duties of the President when such action is necessary
4. Enforce adherence to Robert's Rules of Order at MSC meetings
5. Represent the Middle School as a non-voting member of the Student Activities Committee.

C. The duties of the MSC Secretary are to:

1. Record, keep and preserve the minutes of every MSC meeting
2. Supervise the posting and distribution of these minutes and all notices pertaining to MSC business
3. Be responsible for all correspondence of the MSC
4. Maintain records of all decisions of the MSC
5. Exercise the powers and duties of the Treasurer when such action is necessary
6. Record the attendance at MSC meetings and change the status of members when necessary
7. Represent the Middle School as a non-voting member of the Judicial Board

D. The duties of the MSC Treasurer are to:

1. Administer all finances of MSC
2. Keep accurate records of MSC finances
3. Represent the Middle School as a non-voting representative to the Finance Board
4. Exercise the powers and duties of the Secretary when such action is necessary
5. Assume responsibility for all sales/fund-raising projects undertaken by the MSC

E. Election of the Executive Board of MSC takes place in late May or early June, with the exception of the election of the Vice-President, who is elected before the end of the first quarter of the school year.

F. Candidates for election to the MSC Executive offices must be members of the current sixth or seventh grade classes. A student may run for only one office.

G. Nominations for these four positions may take place in two ways:

1. A student may nominate him/herself by submitting his/her name to the current MSC President or MSC advisor(s) at least two weeks before the election
2. Each section, including eighth grade, submits the names of nominees for each office to the current MSC President or MSC advisor(s) at least two weeks before the election. The current MSC Secretary must remind the MSC representatives to ask their sections to complete this task.

- H. After the names of the nominees have been submitted to the MSC President, s/he and the MSC advisor(s) will consult with each of the nominees and then prepare a list of nominees. The names of the nominees must be posted in a prominent place at least a week and a half before the election takes place.
- I. A meeting of all candidates will be convened by the current MSC President and the MSC advisor(s) in order to determine the length of speeches, number of posters and other rules related to the campaign.
- J. Each nominee must write and submit a speech to the current MSC President or MSC advisor(s) at least a week before the election. This speech will be given at an assembly for all Middle School students and must be approved by the faculty advisor(s) and Headmaster.
- K. Candidates may put up posters, contact the Middle School student body and campaign for office one week before the election. All materials used for this campaign must be purchased by the candidate and must be appropriately disposed of at the conclusion of the election.
- L. On the day of the election, there is an assembly for all Middle School students. At this assembly, each candidate has the opportunity to address the student body. The order in which these speeches are given is decided randomly.
- M. After the assembly, students return to their sections and vote by secret ballot. Eighth grade students may not vote in this election. These ballots are counted by the Headmaster and/or building Principals. The results of the election are announced to the candidates before they are announced to the student body.
- N. The newly elected MSC officers assume their positions at the MSC meeting which follows the election.
- O. The election of the MSC Vice President follows the same procedures as listed above except that it takes place before the end of the first marking period. Eighth grade students may vote in this election.

XII. ARTICLE XI: Presentation in the Middle School Council

- A. Each section of each grade in the Middle School elects two representatives and one alternate to the Middle School Council.
- B. These elections take place within the first two weeks of school.
- C. Sixth and seventh grade sections, with the guidance of their Core teachers, may hold elections for Middle School Council later in the first marking period. Sixth and seventh grade sections are urged to have representation at the first Middle School Council meeting, even if they are only interim representatives.
- D. Any representative who does not provide an alternate and misses more than two consecutive meetings of MSC will meet with the MSC Executive Board. After the third absence, he or she will be removed from his/her position. The Secretary will inform the section or grade that a new election must take place immediately. The representative may run again.

XIII. ARTICLE XII: Procedures in the Student Association, Middle School Council, Finance Board and Judicial Board

- A. Meetings of the Student Association, Middle School Council and Finance Board are open to all interested students and faculty.
- B. In order to conduct business, one half of the total number of official members of SA, MSC, and Finance Board and the Judicial Board must be present.
- C. In order to vote on motions, two-thirds of the total number of official members of SA, MSC, the Finance Board and the Judicial Board must be present.
- D. The SA, MSC, Finance Board and Judicial Board follow modified Robert's Rules Order at their meetings.

XIV. ARTICLE XIII: Schedule of Election of Other Student Offices and Summary of Election Calendar

- A. Election of Class Treasurers for the current tenth and eleventh grades (the upcoming eleventh and twelfth grades) takes place in the beginning of June, before the last two weeks of school.
- B. Election of the ninth grade (upcoming tenth grade) representative to the Finance Board occurs in the beginning of June, before the last two weeks of school.
- C. Election of the sixth, seventh, eighth and ninth grade representatives to Finance Board occurs in September or early October.
- D. Election of SA representatives takes place in September, except as noted in Article VIII.
- E. Election of representatives to Judicial Board occurs in April for the seventh, ninth, tenth and eleventh grades (upcoming eighth, tenth, eleventh and twelfth grades) and in October for sixth, seventh and ninth grades.
- F. MSC Executive officers (President, Secretary and Treasurer) are elected in late May or early June. The Vice President of MSC is elected in October from the sixth or seventh grade class.
- G. MSC representatives are elected in September or early October.
- H. It is the responsibility of the SA and MSC Officers and advisors to see that the elections take place at the appropriate times.
- I. Election Calendar:
 - 1. SA Officers: *late March/early April*
 - 2. MSC Officers: *V.P. in first quarter; late May/early June*
 - 3. SA Representatives: *Second advisory of year*
 - 4. MSC Representatives: *First quarter*
 - 5. Class Treasurer: (current 10th and 11th grades) - *early June*
 - 6. Finance Board Reps: (current 9th grade) - *early June*
 - 7. Finance Board Reps: (current 6th, 7th, 7th, 9th grades) - *early October*

8. Judicial Board Reps: (current 7th, 9th, 10th, 11th grades) – *April*
9. Judicial Board Reps: (current 6th, 7th, 9th grades) - *early October*

XV. ARTICLE XIV: Student Clubs

- A. SA encourages student participation in clubs. As an organization that represents all Akiba students, SA will provide financial assistance to clubs that are unable to raise money through sales (having gone through the Finance Board procedures), which are underfunded by the departmental budget or which need small amounts of money from SA in order to support a particular activity.
- B. To be eligible for funds from SA, a club should be:
 1. Open to all students or to the appropriate age group.
 3. Be non-curricular or unable to be fully funded by an academic department's budget.
 4. Have membership rules and other rules regarding the purpose and function of the club.
 5. Have a faculty advisory or sponsor.
 6. Have a list of members.
- C. Any club that wishes to request funds from SA should inform the SA President and SA Treasurer, at least a day before the SA meeting and complete the appropriate request form, that the club needs to be put on the meeting's agenda. A representative from the club must attend the meeting to make the request for funds. SA may grant the request, modify the request or send the request to the Finance Board for discussion.

XVI. ARTICLE XV: Method of Amending the Constitution

- A. Any member of the student body may propose an amendment to this Constitution.
- B. The proposed amendment must be submitted, in writing, to the Judicial Board that will discuss and debate the proposed amendment. In particular, the Judicial Board will examine the effects of the amendment on the rest of the Constitution. The Judicial Board may change the wording of the proposed amendment. The person(s) submitting the proposed amendment should be present at this meeting.
- C. The final draft of the proposed amendment, as written by the Judicial Board, will be posted on the SA bulletin board. A member of the Judicial Board will propose this amendment, as a motion, at the next meeting of SA, which will debate and discuss the proposed amendment. The SA Secretary will prepare a summary of the discussion and include it in the SA minutes.
- D. SA has the option of returning the proposed amendment to the Judicial Board for further discussion or rewriting.
- E. SA Representatives must take the proposed amendment back to their sections for discussion.
- F. At the meeting of SA that follows the sections' discussion of the proposed amendment, the SA representatives will vote on the amendment. Three-fourths of the SA Representatives present (provided that there is a quorum of two-thirds of the representatives) is required to pass the amendment.

XVII. Article XVI: Method of Ratification of the SA Constitution

- A. Copies of this SA Constitution will be made available to the student body before the SA Executive Board elections of 1994. SA Representatives and members of the Constitutional Review Committee are urged to discuss this document with their advisories.
- B. The question of ratification will be on the ballot for the SA Executive Board. The ballots will say: SA Constitution is approved, SA Constitution is not approved or abstain.
- C. The ballots will be counted by the Headmaster and Upper and Middle School Principals. Three-fourths of the students who vote must approve in order this SA Constitution to be ratified. If it is ratified, it will go into effect immediately.
- D. If it is not ratified, the negative ballots will be turned over to the Constitutional Review Committee for consideration and further discussions to address the reasons for disapproval will occur.

Constitutional Review Committee

March 11, 1994

- Harris Romanoff, SA President
- Yael Rosenberg, SA Vice President
- Morris Leven, SA Secretary
- Hannah Green, SA Treasurer
- Jessica Covitz, 12th Grade Representative
- Dan Messinger, 12th Grade Representative
- Jacob Eden, 11th Grade Representative
- Sarah Lieberman, 11th Grade Representative
- David Betesh, 10th Grade Representative
- Aviva Kamm, 10th Grade Representative
- Susan Stein, 9th Grade Representative
- Rachel Weinstein, 9th Grade Representative
- Sam Abrams, MSC President
- Jeffrey Kitrosser, MSC Vice President
- Rebekah Itzkowitz, 8th Grade Representative
- Shalom Miller, 8th Grade Representative
- Leslie Pugach, Faculty Advisor
- Michael Yondorf, Faculty Advisor

AMENDMENTS

I. Amendment I (01/09/97) - Sales by Individual Classes in the Middle School

- When any individual class in the Middle School wishes to fund raise for an activity that involves that class only, a representative of that class must make a proposal for the fund

raising activity in MSC. If MSC reject the proposal, it can be returned to the class for further discussion. The class that requested the sale must run the sale.

- All funds raised by individual classes will be deposited in the MSC bank account until the money is used by the class. The MSC Treasurer must keep accurate records of this money and not include it in the funds available for MSC activities. If money remains after the activity for which it was raised, it becomes the property of MSC. Money raised by an individual Middle School class is not carried on to the next year by the class that ran the sale.

II. Amendment II (09/22/97) - Revision of Article XIII – Election Calendar

- Nominations for and elections of each grade’s representative to Finance Board (or Treasurer) shall take place in the beginning of the school year.
- Nominations for and elections of each grade’s representative to Judicial Board shall take place in the beginning of the school year.
- The revised election calendar is:

SA Officers:	<i>March (or before Senior Work Project begins)</i>
MSC President, Secretary, Treasurer:	<i>late May / early June</i>
MSC Vice President:	<i>mid / late October</i>
SA Representatives:	<i>Second advisory of the school year</i>
Finance Board Representatives and Class Treasurers:	<i>Late May / early June (grades 9, 10, 11)</i>
Judicial Board Representatives:	<i>Beginning of the school year</i>

III. Amendment III (01/14/00)

- Positions on the Executive Boards of the Student Association and Middle School Councils may only be held by one person. Executive Board positions may not be shared.

IV. Amendment IV (10/2000)

- Representation on Judicial Board is increased from one (1) to two (2) representatives and one (1) alternate per grade. Elections for Judicial Board shall continue to take place according to the schedule established in Amendment II.

V. Amendment V (04/2001)

- Representation on Finance Board is increased from one (1) to two (2) representatives and one (1) alternate per grade. Elections for Finance Board shall continue to take place according to the schedule established in Amendment II.

VI. Amendment VI

- In order to conduct business and vote on motions in the Student Association, three-fifths (3/5) of all representatives or their alternates must be present.

VII. Amendment VII (02/28/02)

- Any representative or elected member of a committee who does not provide an alternate and misses more than two meetings in one marking period of the Student Association, Finance Board and Judicial Board must meet with the Executive Board of the Student Association in order to be warned of the seriousness of his/her failure to attend meetings. After the third time in one marking period that a representative misses a meeting, the Secretary will inform the section, grade or committee that a new election must take place immediately. The representative may run again.

VIII. Amendment VIII (02/28/02)

- All representatives for the junior and senior classes shall be at-large representatives. The number of History and English sections for that grade, with an additional two representatives per grade added for total representation from the grade.

IX. Amendment IX (10/04)

- The annual practice of electing two Judicial Board Representatives from every grade is hereby abolished. Judicial Board itself, however, and all of its previous practices and procedures, will continue to exist. When necessary, Judicial Board will meet in the forum of an SA meeting, chaired by the SA Secretary, with the SA representatives taking on the responsibilities previously held by Judicial Board Representatives.
- When the Chair of Judicial Board (i.e. the SA Secretary) deems it appropriate to lead a discussion reviewing the constitutionality of an incident, he/she will continue to chair this operation and will call Judicial Board into session. The discussion and any voting will be done in the presence of the other three SA officers, in the forum of an SA meeting.
- Despite the abolition of Judicial Board representatives, Grievance Board will continue to exist and will be called into session, when appropriate, through the procedures outlined in the SA Constitution (Article 5, #5).

X. Amendment X (10/04)

- The annual practice of electing two Finance Board Representatives from every grade is hereby abolished. Finance Board itself, however, and all of its previous practices and procedures, will continue to exist. When necessary, Finance Board will meet in the forum of an SA meeting, chaired by the SA Treasurer, with the SA representatives taking on the responsibilities previously held by Finance Board Representatives
- When the Chair of Finance Board (i.e. the SA Treasurer) deems it necessary to hold a caucus or lead a vote, he/she will call Finance Board into session and chair the

proceedings. The discussion and any voting will be done in the presence of the other three SA officers, in the forum of an SA meeting.

- Rewritten: The Student Association Executive Board of 2004-2005