

SGA Constitution and By-Laws 2025-26'

ARTICLE I

Section A: Name – The name of this club shall be Student Government Association

Section B: Purpose – The purpose of this club shall be:

1. To develop leadership experience and collaborative planning
2. To increase school culture, student engagement, and school representation
3. To identify school wide issues and address them as yearly projects
4. To serve as student representatives and a link between the student body and administration

ARTICLE II: MEMBERSHIP & DUES

Section A: Eligibility - Membership shall be open to all grade levels

- GPA Requirement is 3.0
- Students admitted or in SGA that do not meet a 3.0 requirement can enter an academic contract

Other Eligibility Requirements

- Unexcused absences may not exceed 7 per Quarter, Tardies may not exceed 5 per Quarter
- Discipline record must be clean, no level 2 or 3 referrals.

Section B: Dues – This organization does not collect dues from its members. Special occasions may require payment if necessary.

ARTICLE III: OFFICERS

Section A: Officers

The officers shall be a President, Vice-President, Parliamentarian, Secretary, and Treasurer.

The Secretary and Treasurer positions will be appointed by way of application when the year begins.

Additional Officers – A Senior Advisor may be appointed. A Historian position is also available.

Section B: Eligibility to hold Officer Position – must be elected or appointed after applying for the position. Members must serve at least 1 year in SGA before running for office or appointment.

Section C: Election – The officers shall be elected by ballot after the completion of Homecoming Week.

Section D: Term – The officers shall serve for one year and their term of office shall begin after elections.

Section E: Vacancy – If a vacancy occurs in the office of President, the Vice-President shall assume the office for the remainder of the term and vacancies in any other office shall be filled by a special election. Officers can be removed from their position at the sponsor's and administration's discretion.

Conditions:

All positions are concluded at the end of each academic year.

SGA sponsor and school administration reserve the right to terminate officers at their discretion.

Drama will not be tolerated under any circumstances.

ARTICLE IV: DUTIES OF OFFICERS

Section A: President – it shall be the duty of the President to:

Lead at meetings and communication with SGA at large

Represent the club at functions

Maintain an open channel of communication with other officers and SGA sponsor

Hold meetings with school administration when necessary

Section B: Vice-President – It shall be the duty of the Vice-President to:

Preside in the absence of the President

Maintain an open channel of communication with other officers and SGA sponsor

Prepare agenda items and logistics of meetings

Work with the Parliamentarian to communicate with other clubs and address SGA members

Section C: Parliamentarian – It shall be the duty of the Parliamentarian to:

Communicate with Sponsor, President, and Vice President over any issues in SGA

Arrange duties and commitments with other clubs that will participate in SGA events (work with VP)

Hold initial meetings with SGA members that are lacking or violating SGA expectations (work with VP)

Section D: Secretary – It shall be the duty of the Secretary to:

Record the minutes of all meetings

Keep a file of the club's records

Maintain a current roster of membership

Issue notices of meetings and conduct the general correspondence of the club

Section E: Treasurer – It shall be the duty of the Treasurer to:

Take note of orders and inventory for each SGA event

Create an expenditure list for each SGA event (profit list as well if applicable)

Keep an itemized account of all receipts and expenditures and make reports as directed

Communicate and work with SGA sponsor and FPC Bookkeeper on all money matters

Section F: Historian: It shall be the responsibility of the Historian (when position is held) to:

Create a historical log of SGA throughout the school year

Maintain a photo/video log of all SGA content

Develop historical references or projects to represent SGA

Section G: Senior Advisor – It shall be the duty of the Senior Advisor to:

Help develop new SGA members

Discuss SGA direction and observations with Sponsor

This position is under development; this position is not considered as an SGA Officer.

ARTICLE VI: Sponsor

Section A: Selection – There shall be a Faculty/staff sponsor who shall be selected each year by the school Administration.

2025-26' Sponsor Mr. Bradley

Section B: Duties – The responsibilities of the Faculty sponsor shall be to:

- Maintain an awareness of the activities and programs sponsored by the student club.
- Meet on a regular basis with the leader of the student club to discuss upcoming meetings, long range plans, goals, and problems of the club.
- Attend/Supervise regular meetings.
- Assist in the orientation of new officers.
- Explain and clarify campus policy and procedures that apply to the club.
- Maintain contact with Administration.
- Provide direction in parliamentary procedure, meeting facilitation, group-building, goal setting, and program planning.
- Assist the club treasurer in monitoring expenditures, fundraising activities, and corporate sponsorship to maintain an accurate and up-to-date account ledger.
- Inform club members of those factors that constitute unacceptable behavior on the part of the club members, and the possible consequence of said behaviors.

ARTICLE VIII: COMMITTEES

Special Committees – The President and Vice President shall have the authority to appoint any special committees, with the approval of the Sponsor, from time to time as need demands.

ARTICLE IX: AMENDMENTS

Section A: Selection – These bylaws may be amended by a two-thirds (2/3) majority vote of the chapter membership.

Section B: Notice – All members shall receive advance notice of the proposed amendment at least five days before the meeting.

SGA Graduation Cords and Stoles

Any graduating Senior will receive an SGA Cord if they are an active and current member of SGA
SGA Officers will receive an SGA Stole if they are an active and current member of SGA.

By signing below, we agree with the Constitutional and By-Laws for FPC's SGA

Sponsor

Date

Administrator

Date

