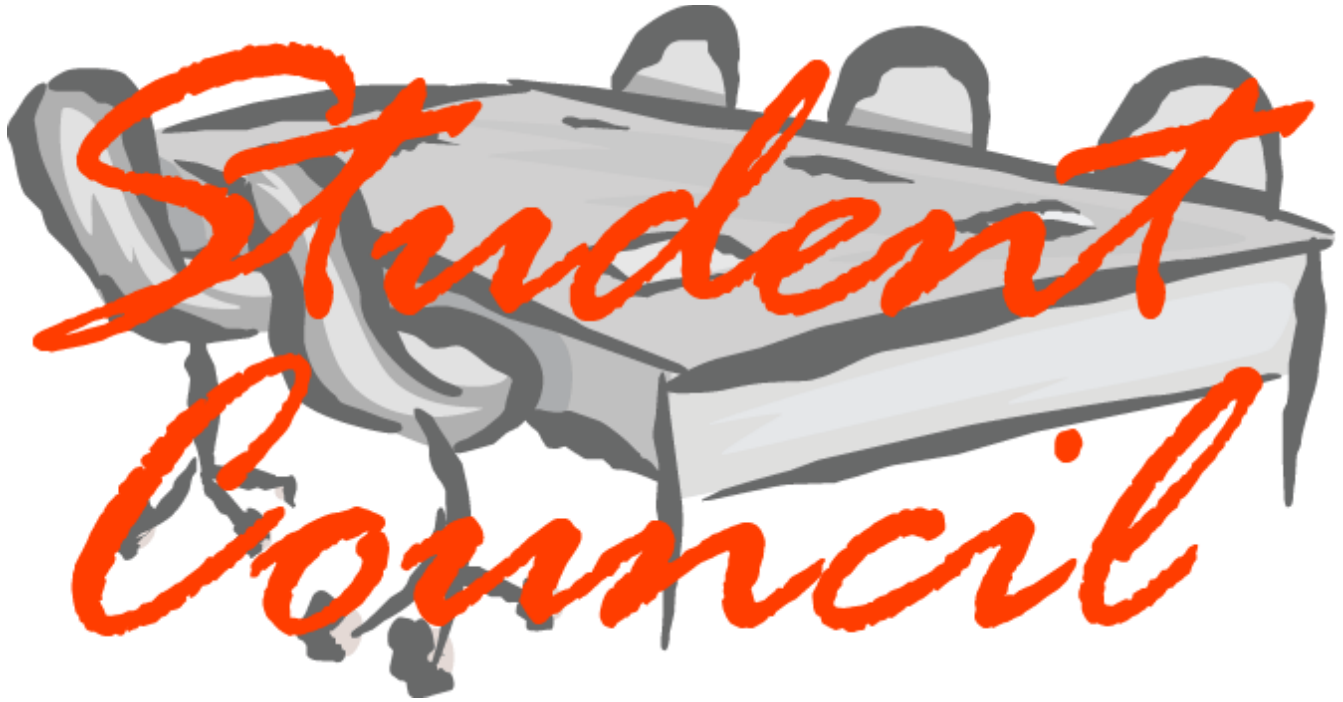


North Harrison Middle School Student Council



What is Student Council?

- **Student Council is a student-based civic organization designed to help promote school spirit and leadership among students.**
- **All Council members will maintain a high standard of personal conduct. They will demonstrate leadership qualities by serving as good examples of behavior through their words and actions.**
- **All Council members will be expected to participate in approved activities, which will serve to enhance the quality of both the physical and behavior environment of the school.**

The purpose of Student Council is:

- 1. To develop positive attitudes and to practice good citizenship.**
- 2. To promote harmonious relations throughout the entire school.**
- 3. To improve student/faculty relationships.**
- 4. To provide a forum for student expression.**
- 5. To plan special events or projects.**

- 6. To participate in community betterment programs.**
- 7. To hold special fund raising activities throughout the year.**

Students must not be on academic suspension or probation to serve in Student Council as an officer or a representative. Students must be very responsible people who are willing to work hard. As Student Council members you will be called to serve other students by representing their issues. The Council does not have the power to change policies, only to voice student opinion.

6 member Student Council shall include:

- 1 president will be chosen from the appointed assembly of 2 students per class giving us a total of 5 representatives and 1 executive officer.

Responsibilities of the President

- **The president is the leader of the Council. The president must lead, but should also encourage other officers and members to take on leadership roles.**
- **Coordinate meetings – Call meetings to order, discussion of agenda, adjourn meetings, etc.**
- **Work with the treasurer on the budget and calender. Keep close watch on monetary intake and expenditures.**
- **Maintain a good working relationship with officers.**
- **Submit proposed agendas to Council for a vote.**
- **Serve as moderator during Council debates. Allow different sides of the issue to be presented.**
- **Keep in touch with all committee members.**
- **Vote only in time of a tie within the Council.**

Responsibilities of the Vice-President

- **The vice-president is the assistant leader of the council. The vice-president must lead, but should also encourage other officers and members to take on leadership roles. The vice-president will serve as Council leader in the absence of the president.**
- **Be prepared to assume the responsibilities of the president at any time.**
- **Assist in the preparation of the budgets and agenda.**
- **Help the president coordinate the work of committees.**
- **Contribute ideas during meetings.**

Responsibilities of the Secretary

- **The duties of the secretary are to accurately record the Council's various activities.**
- **Keep an accurate record of the exact wording of issues considered by the Council. This recording is called the "minutes" of the Council meetings.**
- **Contribute personal ideas and opinions whenever appropriate.**
- **Prepare and distribute agenda.**
- **Take attendance.**
- **Distribute copies of the minutes of the last meeting to Council members and sponsor.**

Responsibilities of the Treasurer

- **The duties of the treasurer are to keep accurate records of all financial transactions of the Council.**
- **Work with the school's secretary to understand policies for student finances and to set up and maintain an account for the Council.**
- **Work with advisors, president, vice-president, and committee members to formulate an active budget for the Council.**
- **Make cost analysis of proposed activities and projects.**
- **Make monthly financial statements and report to the council.**

Responsibilities of the Representative

- **The duties of the representative are to embody the Council's efforts to be the student voice. Representatives must develop a dialog between students and Student Council.**
- **Report Council activities to the student body on a regular basis.**
- **Present, as fairly as possible, students' ideas and concerns to the Council.**
- **Attend all Student Council functions.**
- **Make a special effort to inform students about upcoming Council projects and activities.**
- **Take informal polls on how students feel about certain subjects.**
- **Encourage non-members of Student Council to participate in projects and activities.**
- **Be active in Council meetings.**
- **Report any problems to advisors before they develop into major issues.**
- **Respect all faculty and administration.**
- **Seek the opinions of teachers on various issues.**

