

Tourtellotte Memorial High School
Student Leadership Team
By-Laws

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Article I: Structure and Mission

- Section 1: The Tourtellotte Memorial High School Student Leadership Team (TSLT) encompasses the TMHS Student Council and other student leaders as defined in Article II. The Student Council is comprised of all class officers and elected TSLT officers.
- Section 2: The mission of the TSLT is to advocate the vision and concerns of the student body while growing as leaders and acting as productive school citizens to bring about positive change in their school community. The TSLT Oath states, *As a member of the Leadership Team, I pledge to do my best to be an approachable and dependable leader. With open-mindedness, I will be a productive and confident member who respects the ideas of others and will be motivated to improve the school.*

Article II: Definition of Membership

- Section 1: The TMHS Student Leadership Team (TSLT) consists of thirty members with exception given only when the members holding the positions outlined below exceed thirty. The number of positions on the TMHS Student Leadership Team varies by grade level. Freshmen and sophomores shall hold six seats, while the juniors shall hold eight and the seniors shall hold ten. Membership on the TMHS Leadership Team can be achieved by holding one of the following leadership positions at Tourtellotte:
- Any class officer position (four per class)
 - Any officer position on the National Honor Society
 - President of the TMHS Future Business Leaders of America
 - President of the TMHS Band
 - President of the TMHS Choir
 - One representative from the TMHS Diversity Club
 - Two student representatives on the School Governance Council
 - Two Thompson Board of Education student liasons (one junior and one senior): If a student served as a junior that student is encouraged to continue to hold that position as a senior and will automatically hold that position without election.

It is in the best interest of student organizations and classes to have representation on the TSLT. If an elected student from one of the above positions cannot continue to serve in his/her position, a new representative

may be chosen by the respective organization.

Section 2: Vacant seats will be filled by additional class representatives. Following the class and organizational elections, at-large representatives shall be selected by members of the TMHS staff from among those who ran for office but did not gain election.

Article III: Election of Members

Section 1: All class and organizational elections will be facilitated by their respective advisors to ensure proper judicial process. After the class and organizational elections, the advisor(s) of the TSLT will facilitate the election of additional school-wide representatives (BOE Liasons and School Governance Council Representatives), using the same TMHS class officer election process.

Article IV: Meetings and Attendance

Section 1: In-service time shall be scheduled in order to provide leadership training and time to plan school improvement initiatives. Special meetings may also be called in order to address student voice concerns or other business of the TSLT.

Student Council meetings will occur at regular intervals. All class officers, at-large members and TSLT officers are expected to attend all Student Council meetings.

Section 2: The reason for a member's absence from a meeting or any event for which a member has made a commitment shall be communicated to the advisor(s) prior to the meeting or event. Failure to do so will result in an unexcused absence. One unexcused absence will result in a written warning. A second unexcused absence will lead to one month of probation and the loss of attendance at the next in-service meeting. Any additional unexcused absences during the school year will lead to a recommendation to the faculty council for dismissal.

Section 3: A member of the TSLT that has been put on probation is expected to attend TSLT sponsored events that take place after school as well as Student Council meetings if he or she is a class officer. However, a member that has been placed on probation may not attend any meetings, events, or field trips that occur during the school day.

Section 4: Members of the TSLT are required to participate in Freshmen

Orientation. Members shall also participate in at least three other TSLT-sponsored events beyond the school day. Level of participation will be determined by the advisors. Members shall attend at least two of the three extracurricular TSLT-sponsored events during the first semester of the school year.

Article V: Election of Officers

- Section 1: To be eligible for an officer position on the Tourtellotte Student Leadership Team, a student must have at least one year of experience on the TSLT. Officers of the Tourtellotte Student Leadership Team will be elected at a scheduled meeting after membership has been established. A vote will take place by secret ballot. The winners must receive a majority of the votes to hold office. If a member runs unopposed, he/she will automatically hold the position. Each member may hold only one office.
- Section 2: An officer has the right to resign from his/her office at any time without surrendering his/her membership in the Tourtellotte Student Leadership Team. This resignation must be given in writing to the advisor(s).
- Section 3: In the event that an office is vacant, an election to fill the vacancy will be facilitated by the advisor(s) during a regular meeting. This election will follow the aforementioned procedures and requirements.

Article VI: Duties and Responsibilities of Officers

- Section 1: A) It is the duty of the president to preside over meetings in the manner he/she deems appropriate and to maintain strong and consistent communication with his/her advisor(s), his/her officers, and his/her fellow members.
B) The president shall exemplify all that the Tourtellotte Student Leadership Team stands for and shall behave as a role model -inside and outside of school – not only for the students of Tourtellotte High School, but for the members of the Tourtellotte Student Leadership Team.
- Section 2: A) It is the duty of the vice president to assist the president whenever the president requires assistance.
B) The vice president must maintain strong and consistent communications with the advisor(s) and his/her fellow members.

C) The vice president assumes all responsibilities and duties of the president in the absence of the president.

- Section 3:
- A) It is the duty of the recording secretary to keep accurate attendance records as well as detailed and accurate minutes of all meetings.
 - B) The recording secretary must maintain strong and consistent communication with the advisor(s) and his/her fellow members.

- Section 4:
- A) It is the duty of the corresponding secretary to execute all matters of correspondence pertaining to advisors, officers, and members of the Tourtellotte Student Leadership Team.
 - B) The corresponding secretary shall manage correspondence between the Tourtellotte Student Leadership Team and outside parties that have business with the Student Leadership Team.

Article VII: Role of Advisor(s)

- Section 1:
- The advisor(s) are appointed by the principal. Advisors will supervise all meetings and activities, handle all financial transactions, and keep financial records. Advisors should abide by the TSLT bylaws and act in a manner that promotes self-determination by the team members whenever possible. Advisors shall commit to attending as many events as possible. Advisors shall act as a personal reference point for students. Advisors will oversee meeting activities, including any special meetings, but allow students to conduct business in accordance with their bylaws.

Article VIII: Faculty Council and Due Process

- Section 1:
- Once a student becomes a member, the student is responsible for maintaining that membership by maintaining academic eligibility, attending meetings, supporting events and activities, and exhibiting conduct that reflects the TSLT Oath. If any member of the Tourtellotte High School staff believes that a TSLT member is not demonstrating membership requirements, he/she may file a written complaint with the advisor(s). The advisors will then further investigate the allegations, and consequences may be determined in counsel with the referring staff person(s). These consequences may include the termination of membership on the Tourtellotte Student Leadership Team. Leadership Team members have the right to appeal any consequences to the faculty council. If an appeal is made, the faculty council will review the decision in a formal hearing. This hearing will be attended by the referring staff person(s) who registered the complaint, the advisors, and members

of the faculty council. The student and his/her parents or other advocates also have the right to attend the hearing. As a result of the hearing, the Faculty Council will either uphold the earlier decision or determine an alternative outcome.

Section 3: The faculty council shall consist of five members of the faculty. The principal and assistant principal may not be members of the faculty council. The advisor(s) shall attend all meetings of the faculty council; however, the advisor(s) will have no vote in the business of the faculty council.

Article IX: Ratification of the Bylaws

Section 1: Bylaws must be approved by two-thirds of the membership. Bylaws must be approved by two-thirds of the faculty council and must be approved by the principal in order to take effect. Once approved by the aforementioned entities, the bylaws are effective immediately.