

Moore High School
By-Laws for Sophomore Class Officers
Effective 2012-2013

Article I: Elections and Eligibility to Run for Sophomore Class Office

Elections will be carried out in the manner and timing proscribed by a) the Student Council By-Laws, b) the Student Council Sponsors, and/or c) the instructor of the Leadership Class. The winner of the election shall be the person who receives the plurality of the vote (most votes cast).

To be eligible to run for a Sophomore Class Office, students must meet the following requirements:

- 1) have a minimum composite grade point average of 3.00 from 9th Grade.
- 2) must not hold another position of leadership in any other high school club, organization, or athletic team (including Cheer/Pom) during their term of office (officer, captain, editor, drum major, etc); and
- 3) must not have been previously removed from a leadership position in any high school (9th through 12th) club, organization, or athletic team (including Cheer/Pom) as the result of a disciplinary measure.

Article II: Requirements and Responsibilities for Sophomore Class Officers

Sophomore Class Officers hold a position of esteem and leadership at Moore High School. Each officer is expected to be an enthusiastic and positive role model for his or her peers and to represent Moore High School and the Moore Public School District with integrity at all times. Sophomore Class Officers must follow all of the policies and procedures outlined within the Student Handbook. In addition, Sophomore Class Officers must:

- 1) maintain a minimum composite grade point average of 3.00;
- 2) enroll in the Leadership Class(es) as instructed by Sponsors, the Instructor(s) of the Leadership Class(es), and Moore High School's Administration;
- 3) display positive leadership characteristics at all times;
- 4) be on time and ready to work for every club day without questions; you are a leader of the school CLUB DAY is not an excuse for free time.
- 5) attend all scheduled meetings and activities with Sponsors, Sophomore Principal, and/or fellow Sophomore Class Officers; Sponsors will designate one day each week (same day each week unless otherwise notified) for mandatory meetings (either during lunch or after school.)
- 6) obtain sponsor approval on all matters relating to class activities, fund raisers, purchases, scheduling of events, etc.;
- 7) be present for Haunt the Halls, SET UP AND TAKE DOWN. Must be able to assist in the creation of Haunt the Halls and be of assistance to all groups participating. **NO EXCEPTIONS;** and,
- 8) fulfill any other class responsibilities the sponsors deem necessary and appropriate.

Article III: Disciplinary Procedures and Removal from Sophomore Class Office

Failure to fulfill the requirements and responsibilities outlined in Article II will result in the Sponsors taking disciplinary action. If that becomes necessary, the following steps will be taken:

- Step One: Written Reprimand signed by Sponsors and Officer. One copy each will be kept on file by Sponsors and given to Officer for his or her personal records.
- Step Two: Written Reprimand as noted in Step One and Parent/Guardian contact.
- Step Three: Written Reprimand as noted in Step One, Parent/Guardian contact, and meeting with Sponsors and Principal(s).
- Step Four: Referral to the Advisory Board for potential removal from office.

The Advisory Board and /or Principal may elect to dismiss, without prior warning, any officer whose behavior is considered flagrant or inappropriate to the standards of a Sophomore Class Officer. If it goes before and advisory board a majority vote is required to dismiss an Officer.

If the Advisory Board/and or Principal decides to dismiss an officer, the dismissed officer may appeal the decision by following Moore Public School District's appeals process as outlined in the Student Handbook.

Grade Issues:

Sponsors will obtain and review a) the weekly Eligibility Reports as prepared by the Athletics Office, b) official Progress Reports as prepared by the Registrar's Office (the dates for these reports are set by the Moore Public Schools Administration Building personnel), and c) Semester Report Cards.

- A) Officers will be notified by Sponsors if their name appears on the Eligibility Report to serve as a warning that their grade(s) have fallen below passing.**
- B) Sponsors will use official Progress Reports, with grades from all classes, to determine the current semester's grade point average (GPA) up to that point. If the Officer's GPA has fallen below the required 3.00, the Officer will be placed on academic probation until the next Progress Report date. Probation may include not being allowed to act in the capacity of the elected office during non-school hours and/or off campus events during the probationary time period. If the Officer's GPA has risen to the required 3.00 or higher by the subsequent Progress Report date, the Officer will be removed from probation.**
- C) Sponsors will review the Semester Report Cards. If an Officer's GPA at the conclusion of the semester is below the required 3.00, the Officer will be referred to the Advisory Board for removal from office if the Officer has been on probation at any point during the semester.**

Article IV: Replacement of Officers

In the event that there is a vacancy in the office of Sophomore Class President, the Sophomore Class Vice- President shall assume the position and all of its responsibilities.

In the event that there is a vacancy in any office other than Sophomore Class President, the vacancy shall be filled within the following process:

- 1) the remaining officers shall each submit to the Sponsors the name of at least one (1) member of the Sophomore Class who meets the eligibility requirements as noted in Articles I and II and who has agreed to be considered for filling the vacancy;
- 2) the remaining officers, Sponsors, and Sophomore Principal shall collectively narrow the list of nominees down to two (2) candidates;
- 3) the two (2) candidates shall each compose a detailed essay in which they explain why he or she should be selected for the vacant Sophomore Class office; and,
- 4) the essays from the two candidates shall be sent to the Advisory Board who shall determine by a majority vote which candidate shall fill the position.

Article V: Advisory Board

The Advisory Board shall be comprised of five (5) faculty members selected by the Head Principal with input from the Sponsors. The selection of members to the Advisor Board shall take into consideration the diversity of the faculty with regard to content area instruction and the three grade levels at Moore High School. A majority vote by the Advisory Board shall be necessary for any decision.

*******Print this page to include in your class officer application*******

I have read and understand the Sophomore Class By-Laws.

Sophomore Class Officer

Parent of Sophomore Class Officer

*******Print this page to include in your class officer application*******