



# *Second Strike*

This SRC constitution was drafted at a training day/workshop run by Second Strike in consultation with the Second Strike facilitator. It is reproduced here in its draft form only as a guide. To see the final version contact the school.

## Northcote High School Student Representative Council

# Constitution

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**DRAFT**

We agree and endorse the following Constitution.

SRC President

School Council

School Principal

## **Mission Statement**

The SRC voices the opinions of all students confidently and raise any issue that a student may wish to be discussed within the SRC. The SRC is democratic, giving equal opportunity and representation to all students. The SRC endeavours for students to get the best education possible.

## **Voting**

### **Voting for SRC Representatives**

- 1.1 Voting for SRC representatives at the year eight to twelve level shall take place no later than two weeks after the beginning of the first term of each year.
- 1.2 Voting for SRC representatives at the year seven level shall take place no later than two weeks after each form group's respective camp.
- 1.3 Voting shall take place during roll call.
- 1.4 It is recommended that, in mixed gender forms, a male and female representative should be chosen and in single gender forms, a representative and a vice-representative should be chosen.
- 1.5 Voting shall take place under a simple majority system.
- 1.6 After the representatives have been decided, their names are to be forwarded to the SRC Teacher Liaison by the form teacher.
- 1.7 Others members may be accepted if it's the wish of the SRC.

### **Voting for SRC Office Bearers**

- 1.8 Voting for SRC office positions shall be held at the beginning of the first SRC meeting of each year, as called by the SRC Teacher Liaison.
- 1.9 A student may stand for any position subject to the following restrictions
  - 1.9.1 a student who is elected to an office bearing position cannot stand for the respective vice-position.
  - 1.9.2 A student elected as a President, Secretary or Vice of either position may not stand for another one of these four positions.
- 1.10 Voting shall take under a simple majority system.
- 1.11 The elected students shall be deemed the SRC office bearers.

### **Voting within the SRC**

- 1.12 For something to be made of behalf of the SRC it requires a majority vote all of members present at an open meeting.

## **Role Statements**

### **SRC Liaison Teacher**

- 2.1.1 shall schedule first SRC meeting and call for the election of the office bearers at that meeting.
- 2.1.2 shall assist and guide the SRC only when requested by the SRC body.
- 2.1.3 does not have a vote or official say on SRC motions or ideas.

### **SRC President**

- 2.2.1 Shall ensure the SRC is following the mission statement and the constitution.
- 2.2.2 Shall ensure that other office bearers are performing their duties.
- 2.2.3 Should chair the SRC meetings.

### **SRC Secretary**

- 2.3.1 Should call meetings and advertise their occurrence.
- 2.3.2 Should take minutes and make them available at next SRC meeting.
- 2.3.3 Shall organise correspondence and other documents including the constitution (where appropriate) for the meetings.

### **SRC Treasurer**

- 2.4 Shall manage the funds of the SRC and present a report of the budget when requested by the SRC.

### **School Council Representative(s)**

- 2.5 Shall attend School Council meetings to represent the SRC (ideas and opinions) in the most effective way possible.

### **Vice Positions**

- 2.6.1 Shall assume the role of full position to what they are vice where their leader is absent or unable to fulfil their duties.
- 2.6.2 Shall guide and assist their leader where needed.

## **Office**

- 3.1.1 The Office of the SRC shall consist of a President, Secretary, and Treasurer, School Council Representative (s) and vice positions and any other elected roles.
- 3.1.2 these positions shall be elected at the first SRC meeting of each year by a simple majority (greater than 50%) vote.

## **Finance**

- 4.1 The Treasurer shall manage all funds of the SRC.
- 4.2 For money or funds to be spent or allocated, a simple majority must be reached.

## **Sub-Committees**

- 5.1 Sub-committees shall be formed and terminated and at the SRC's discretion.

## **Meetings**

- 6.1 Generally, meetings of the SRC should be held formally with a nominated chairperson (usually President) and a minute taker (usually secretary).
- 6.2 Meetings should be held at least once a month and also where appropriate.
- 6.3 All meetings shall be held according to an Agenda made for the meeting (prepared by the Secretary or President).
- 6.4 Where someone has an issue or matter to discuss, they should inform the Secretary or President prior to the meeting so it can be arranged in the agenda and time allocated to properly discuss the matter or issue.
- 6.5 Where business is not completed during a meeting due to a lack of time or other reasons, the incomplete business shall be forwarded to the next meeting with priority.

## **Amending the Constitution**

- 7.1 'SRC meeting regarding the Constitution' shall be an SRC meeting open to all SRC members and the public that is declared and advertised no less than two weeks prior to the meeting as an 'SRC meeting regarding the Constitution'.

- 7.1.2 An 'SRC meeting regarding the Constitution' may only be held during the month of July and between the 15<sup>th</sup> day of February and the 15<sup>th</sup> day of March.
- 7.2 Amendments to the constitution can only be made as a result of a simple majority (greater than 50%) decision made by members present at an 'SRC meeting regarding the Constitution' regarding an amendment to the constitution.
- 7.3 All Office bearers of the SRC including the President, The SRC Liaison Teacher, The School Principal and the School Council must endorse any result of an 'SRC meeting regarding the Constitution'
- 7.4 Where amendments to the Constitution are made, a new copy shall replace the obsolete original copy as the new original. This new original must be endorsed and signed and dated by the School Council, Principal and SRC President.