



**The Constitution of the
New Dimensions High School
Student Government Association**



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Preamble

We, the students of New Dimensions High School, ultimately aim to improve communication and understanding between the Student Body, the Staff, the Administration, and the Community; to develop leadership qualities and organizational skills among the students, and to promote a safe, clean environment in the school and in the community, all to exemplify excellence in effort, conduct, and school involvement. To these measures, we hereby establish the New Dimensions High School Student Government Association and adopt this Constitution.

Article I: Name

The organization shall be known as the “New Dimensions High School Student Government Association;” hereafter referred to as “SGA.”

Article II: Membership

All SGA members must be in accordance with the following criteria in order to remain part of the organization.

A. Scholastic Qualifications

1. Shall maintain a cumulative weighted GPA of 3.00 or above.
2. Shall present their report cards to the SGA Sponsor at the end of each quarter for approval.
3. Shall present the approval signatures of their current four teachers at the end of each quarter.

B. Character Qualifications

1. Shall carry out all duties assigned to their specific office by the Constitution.
2. Shall obtain no referrals during their year in office.
3. Shall not be suspended from the School during their year in office.



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4. Shall have no more than three unexcused absences *per semester* to SGA or Class meetings.
- C. Expectations for SGA and Class Officers to be in Good Standing
1. Responsibilities of each SGA office or Class Office
 2. Assistance at all regular school dances, activities, rallies, or other events such as family picnics and open houses
 3. Minimum of two fund raising projects for the year (one per semester)
 4. Staffing of NDHS Store or fundraisers if applicable at lunch and/or after school at any activities.
 5. Participation in all Homecoming-type events
 6. Additional duties within the function of the SGA
 7. Attendance at all meetings of the SGA or Class Council.
 8. Additional responsibilities within each Class Council varies by position (president, vice-president, secretary, treasurer, public relations).

Article III: Elections

Section 1: Qualifications to Run for Office

All students who are currently enrolled and meet the following criteria in all Articles of the NDHS SGA Constitution are eligible to seek any SGA office.

A. Eligibility

1. The candidate must meet any office-specific qualifications.
2. The candidate must have a cumulative weighted GPA of 2.80 or above.
3. The candidate must have not received any unsatisfactory grades for the marking period prior to the election.



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4. The candidate must have not been impeached AND removed from SGA office the school year prior to the election.
5. If the candidate has had a school suspension, office referral, electronic disciplinary infraction, or any kind of community probation, any within the prior 12 months running for office, the candidate MUST have one of their letters of recommendation from a current school administrator* in order to qualify to run for office in which the administrator acknowledges awareness of the disciplinary issue(s) and is granting special consideration to the candidate .

B. Academic Requirements

1. **It is required** that you have and maintain a cumulative unweighted GPA of 3.0 or above to run for and hold any NDHS Executive Board Office (President, Vice President, Secretary or Treasurer).
2. **It is required** that you must have and maintain a cumulative unweighted GPA of 2.8 or above to run for and hold any NDHS non-Executive Board position on the Student Council.
3. **It is required** that all Student Council members (in grades 10, 11, and 12) be enrolled in or have completed an online class toward graduation to be eligible to remain a member of student council or any class office.

C. Prior Leadership and Community Service Requirements

1. **It is required** that Candidates for SGA Executive Board positions must have attended a high school leadership conference, or served a minimum of 1 year on Student Council, or attended 70% of SGA regular meetings as recorded by the SGA secretary, or served as an officer in any other club or officially recognized organization at NDHS (with at least one year with above average



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performance and 70% or better attendance) to run for and serve on the NDHS SGA Executive Board (President, Vice President, Secretary or Treasurer).

2. **It is NOT required** that class office candidates attend a leadership conference or seminar to qualify to run for class office. However, upon being elected, class officers for 10th, 11th, and 12th grade **MUST** attend a leadership conference or an SGA workshop as arranged by the Executive Board of SGA and/or the SGA sponsor.
3. **It is required** that all incoming student council members attend the student council summer school orientation seminar (if offered) or a weekend seminar after the start of the school year (required for freshman and those unable to attend a summer session).
4. **It is required** that all student council members have a minimum of 25 community service volunteer hours upon entering office to remain a member of student council or any class office.
5. **It is required** that all student council members participate in Tiger Tutoring or some other recognized tutoring or mentoring activity for at least two hours per month, or have at least a minimum of 10 total recorded volunteer hours in a tutoring/mentoring capacity each semester. (Effective beginning January 1, 2018)

D. Letter of Recommendations

1. Candidates must have two letters of recommendation.
2. Candidates can obtain one letter of recommendation from a current Administrator



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3. Candidates can obtain one letter of recommendation from a current Academic Instructor
4. Candidates can obtain one letter of recommendation from a past Instructor/Administrator* (*See referrals in Article II, Section C5)
5. Candidates can obtain one letter of recommendation from a Community Organizer/Sponsor or Religious Leader.
6. The candidate must complete the Officer Candidacy Form provided by the SGA Sponsor.

Section 2: Executive Board Elections

Executive Board members for the upcoming school year shall be elected by the Student Body by June 1st.

Section 3: Class Board Elections

Class Board members for the Sophomore, Junior, and Senior Classes of the upcoming school year shall be elected by their respective grades by June 1st.

Section 4: Freshman Elections

Class Board members for the Freshman Class shall be elected by their grade by October 1st.

Section 5: Special Elections



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If a vacancy of more than thirty-one days were to occur for any position, a special election will be called.

Article IV: Officers and Boards

Section 1: Purpose

The purpose of the SGA Executive Board is to ensure the prosperity and success of New Dimensions High School by serving as a tool through which the Student Body, Staff, and Administration can express concerns over matters affecting the Institution.

Section 2: Members

The Executive Board of SGA and each of the Classes shall be composed of the Student Government Association President, Vice-President, Secretary, Treasurer, Representatives, and other positions as designated.

Section 3: Structure and Hierarchy

The order of Hierarchy within Student Council / Student Government

A. School Staff Positions

1. NDHS Director of Operations,
2. Director of Instruction or
3. Director Student Activities
4. Executive Advisor(s): Staff appointed by School Director(s)
5. Designated Director(s) of Student Activities: (All other faculty designated as class advisors)

B. Student Positions

1. NDHS Executive Board
 - President
 - Vice-President



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- Secretary
- Treasurer (Student Store, Concessions & Fund Raisers)
- SGA Representative / Public Relations Officer

2. Class Office Councils

- Class President(s)
- Class Vice President(s)
- Class Secretary(s) - Responsibilities: Notes and reporting minutes of meetings
- Class Treasurer(s) - Responsibilities: Student Store & Fund Raisers
- Class Representatives / Public Relations Officer(s)

3. NDHS Standing Committees Chairs

- NDHS Dance Committee (Formal and informal)
- NDHS Spirit Committee (Rallies, etc.)
- NDHS Historian Committee (Yearbook, etc)
- NDHS Club Presidents (or club student council designee if different)
- NDHS Varsity Athletic Team Representatives

Section 4: The Executive Board

1. SGA President



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- A.** Additional qualifications for the office of SGA President are as follows:
1. Shall be a previous SGA member with at least one school year of experience.
 2. Shall be a Junior or Senior during their year in office.
- B.** The responsibilities of the SGA President are as follows:
1. Shall operate as chairman of the Executive Board.
 2. Shall conduct all SGA and Officer meetings.
 3. Shall create and post an agenda for all SGA and Officer meetings no later than two days prior to the meeting.
 4. Shall vote only to break ties.
 5. Shall define any issue of “vital importance,” an issue that would take priority over any other issues on the SGA agenda. Decisions regarding an issue of “vital importance” will require a two-thirds majority vote in favor of dubbing the issue as one of “vital importance.”
 6. Shall convene meetings with the Administration only if an issue is of “vital importance.”
 7. Shall appoint SGA committees and their chairmen.
 8. Shall oversee any school activities under the name of the Executive Board.
 9. Shall decide whether to approve or disapprove any documents submitted by the SGA Secretary and submit them to the SGA Sponsor if they are approved.
 10. Shall address the student body with a monthly letter to inform them of upcoming events, sales, and proposed ideas.
 11. Shall have the power to remove Students from SGA meetings due to poor conduct.



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C. SGA Executive Board Presidential Vacancy

1. Shall be elected by special election called for by the SGA advisor if the President is unable to fulfill the duties of office for more than thirty-one days. Special elections may be held at the same time as the Freshman Class election or at any time during the year.
2. If a current Executive Board officer desires to become a candidate seeking the office of President due to a vacancy, the existing board member must vacate their position to run for any other office in a special election and the position that is vacated will also be available in the special election.

D. The responsibilities of the SGA President are as follows:

1. Shall operate as chairman of the Executive Board.
2. Shall conduct all SGA and Officer meetings.
3. Shall create and post an agenda for all SGA and Officer meetings no later than two days prior to the meeting.
4. Shall vote only to break ties.
5. Shall define any issue of “vital importance,” an issue that would take priority over any other issues on the SGA agenda. Decisions regarding an issue of “vital importance” will require a two-thirds majority vote in favor of dubbing the issue as one of “vital importance.”
6. Shall convene meetings with the Administration only if an issue is of “vital importance.”
7. Shall appoint SGA committees and their chairmen.
8. Shall oversee any school activities under the name of the Executive Board.



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9. Shall decide whether to approve or disapprove any documents submitted by the SGA Secretary and submit them to the SGA Sponsor if they are approved.
10. Shall address the student body with a monthly letter to inform them of upcoming events, sales, and proposed ideas.
11. Shall have the power to remove Students from SGA meetings due to poor conduct with approval of the SGA sponsor.

B. SGA Vice-President

1. Additional qualifications for the office of SGA Vice-President are as follows:
 - a) Shall be a previous SGA member with at least one school year of experience.
 - b) Shall be a Junior or Senior during their year in office.
2. The responsibilities of the SGA Vice-President are as follows:
 - a) Shall assist the SGA President in the organization and execution of all meetings and activities.
 - b) Shall act as the presiding officer in the absence of the SGA President at any meeting or activity.
 - c) Shall assume the office of SGA President if the office is vacant for more than thirty-one days AFTER a special election held simultaneously with the Freshman Class elections and at other times should a special election not be voted upon by the SGA executive board or called for by the SGA sponsor to fill the vacant position that occur and begin during the first semester. After the first semester ends, the Vice President will automatically



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assume the Office of President once a resignation is tendered or the office is vacated as per the constitution.

d) A vacancy in this office shall first be filled by a special election if there is a special election being held for President. If there is not a special election scheduled the office will be filled by nominations taken among those students present at the NEXT SGA meeting immediately after the vacancy has occurred or a resignation has been tendered. A resignation tendered at a meeting would call for nominations and voting to take place at the NEXT meeting.

C. SGA Secretary

The responsibilities of the SGA Secretary are as follows:

- a)** Shall maintain the official minutes and attendance of every SGA and Officer meeting, event, fundraiser, and achievement to keep them on file.
- b)** Shall take the official attendance for all SGA and Officer meetings and events.
- c)** Shall take pictures of every SGA and Officer meeting, event, fundraiser, and achievement to keep them on file.
- d)** Shall fill out any documents required for SGA events and fundraisers, and then submit them to the SGA President for approval.
- e)** Shall document absences to meetings as excused or unexcused.
- f)** A vacancy in this office will be filled by nominations taken among those students present at the NEXT SGA meeting immediately after the vacancy has occurred or a resignation has been tendered. A resignation



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tendered at a meeting would call for nominations and voting to take place at the NEXT meeting.

D. SGA Treasurer

The responsibilities of the SGA Treasurer are as follows:

1. Shall, before the start date of all Executive Board events/fundraisers, request an “Activity Sales/Fundraising” chart and a money bag from the Front Office in order to keep log of every monetary transaction. If the chart is completely filled out during a sale, they must request an additional one.
2. Shall, at the end of each day of an Executive Board event or fundraiser, alongside the SGA Secretary, and an adult sponsor or staff member, count the total amount of money in the bag and prepare an NDHS deposit slip. Afterwards, they must turn it in to the SGA Sponsor so that they may recount it and keep it until the next day of the sale.
3. Shall keep log of any receipts and reimbursements and record them in the chart.
4. Shall ask the Administration for a statement on the amount of money in the Executive Board and Class Board accounts at the end of each semester.
5. Shall ensure that all Executive Board members know how to fill out accurate financial paperwork.
6. A vacancy in this office will be filled by nominations taken among those students present at the NEXT SGA meeting immediately after the vacancy has occurred or a resignation has been tendered. A resignation tendered at a meeting would call for nominations and voting to take place at the NEXT meeting.



E. SGA Representative / Public Relations Officer

The responsibilities for the office of SGA Representative are as follows:

1. Shall act as a liaison between the SGA and the Student Body.
2. Shall assist the SGA President with public statements and announcements.
3. Shall submit announcements, event/sale proposal forms, and location usage request forms to the Administration after approval has been received from the SGA President and SGA Sponsor.
4. Shall act as the information and communications officer of SGA to publicize events and work as a liaison between SGA Executive Board and all relevant SGA sponsors to post information on Google Classroom or any other school multi-media or social media sources deemed appropriate.
5. A vacancy in this office will be filled by nominations taken among those students present at the NEXT SGA meeting immediately after the vacancy has occurred or a resignation has been tendered. A resignation tendered at a meeting would call for nominations and voting to take place at the NEXT meeting.

Section 5: The Class Boards (9th, 10th, 11th and 12th)

A. Purpose

The purpose of the SGA Class Board is to have the concerns of each individual Class heard. They seek to improve School Spirit by raising funds towards their classes' Proms while



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simultaneously assisting the Executive Board and NDHS on their missions.

B. Members

The SGA Class Officers Board shall be composed of one of each of the following Officers for each Class: Class President, Class Vice-President, Class Secretary, Class Treasurer, and Class Representative.

C. Class Presidents

The responsibilities of the Class Presidents are as follows:

1. Shall operate as chairman of their Class.
2. Shall conduct all Class meetings.
3. Shall create and post an agenda for all Class meetings no later than two days prior to the meeting.
4. Shall appoint committees and their chairmen for their Class.
5. Shall oversee any school activities under the name of their Class.
6. Shall decide whether to approve or disapprove any documents submitted by the Class Secretary.
7. Shall have the power to remove Students from Class meetings due to poor conduct.
8. Shall be elected by special election called for by the SGA advisor OR class sponsor if the President is unable to fulfill the duties of office for more than thirty-one days beginning and occurring in the first semester. A vacancy that begins and occurs in the second semester shall be filled by the class vice



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president. Special elections may be held at the same time as the Freshman Class election or at any time during the year.

9. If a current class officer desires to become a candidate seeking the office of President due to a Presidential vacancy, the existing board member must vacate their position to run for any other office in a special election and the position that is vacated will also be available in the special election.

D. Class Vice-Presidents

The responsibilities of the Class Vice-Presidents are as follows:

1. Shall assist the Class President in the organization and execution of all meetings and activities.
2. Shall act as the presiding officer for the Class in the absence of the Class President at any meeting or activity.
3. Shall assume the office of Class President if the office of President is vacant after the Freshman Class election, after any special election or for more than thirty-one days during the year during the first semester.

E. Class Secretaries

The responsibilities of the Class Secretaries are as follows:

1. Shall maintain the official minutes of every SGA and Class meetings, events, sales, and achievements, and keep them on file.
2. Shall take the official attendance for all Class meetings and events.
3. Shall take pictures of every Class meeting, event, sale, and achievement to keep them on file.
4. Shall fill out any documents required for Class events and sales, and then submit them to the Class President for approval.



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5. Shall document absences to meetings as excused or unexcused.

F. Class Treasurers

The responsibilities of the Class Treasurers are as follows:

1. Shall, before the start date of all Class events/fundraisers, request an “Activity Sales/Fundraising” chart and a money bag from Administration in order to keep log of every monetary transaction. If the chart is completely filled out during a fundraiser, they must request an additional one.
2. Shall, at the end of each day of a Class event/fundraiser, alongside the Class Secretary, count the total amount of money in the bag. Afterwards, they must turn it in to the SGA Sponsor so that they may recount it and keep it until the next day of the sale.
3. Shall keep log of any receipts and reimbursements and have them in the chart.
4. Shall ask the Administration for a statement on the amount of money in the Class account at the end of each semester.
5. Shall ensure that their respective grade’s Class Board members know how to fill out accurate financial paperwork.

G. Class Representatives / Public Relations Officers

The responsibilities for the office of Class Representatives are as follows:

1. Shall act as a liaison between the SGA and their Class.
2. Shall assist the Class President with public statements and announcements.
3. Shall submit announcements, event/fundraisers proposal forms, and location usage request forms to the Administration



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after approval has been received from the Class President and SGA Sponsor.

H. NDHS Standing Committees Chairs

1. Duties as assigned by class Presidents to the following chairs:
 - NDHS Dance Committee (Formal and informal)
 - NDHS Spirit Committee (Rallies, etc.)
 - NDHS Historian Committee (Yearbook, etc)
 - NDHS Club Presidents (or club student council designee if different)
 - NDHS Varsity Athletic Team Representatives

Article VI: Impeachment

Section 1: SGA Impeachment

If a member of SGA fails to complete their duties and/or meet qualifications, they may be impeached with a three-fourths majority vote on behalf of all SGA members.

Section 2: Class Board Impeachment

If a member of the Class Board fails to complete their duties and/or meet qualifications, they may be impeached with a three-fourths majority vote on behalf of their respective grade's Class Board members.



Section 3: Appealing Impeachment

A member of SGA that has been removed may choose to appeal their impeachment to the Executive Board and the SGA Sponsor within thirty-one days of removal; a three-fourths majority vote on behalf of the Executive Board is required to override impeachment.

Article VII: Meetings

Section 1: SGA General Assembly Meetings

SGA General Assembly meetings shall be held every Monday at 4:05PM in the SGA Sponsor's classroom.

1. All SGA members are required to attend unless they have been excused by the SGA Secretary.
2. Must take place under the supervision of a member from the School's Staff or Administration.
3. One-half plus one of the SGA members shall constitute a quorum. If there is no quorum, voting shall be unanimous.
4. Each SGA member shall have one vote.
5. There shall be no proxy votes.
6. All members of the Student Body have the right to attend SGA General Assembly meetings as non-voting members.
7. Additional SGA General Assembly meetings may be called if needs dictate.

Section 2: SGA Officer Meetings

SGA Officer Meetings shall be called if needs dictate.

1. All SGA members are required to attend, unless they have been excused by the SGA Secretary.



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2. Must take place under the supervision of a member from the School's Staff or Administration.
3. One-half plus one of the SGA members shall constitute a quorum. If there is no quorum, voting shall be unanimous.
4. Each SGA member shall have one vote.
5. There shall be no proxy votes.
6. Only SGA members may attend.

Section 3: Class Meetings

Class Meetings shall be held at least twice a month for each individual Class.

1. All of the respective grade's Class Board members are required to attend, unless they have been excused by their respective grade's Class Secretary.
2. Must take place under the supervision of a member from the School's Staff or Administration.
3. One-half plus one of the respective grade's Class Board members shall constitute a quorum. If there is no quorum, voting shall be unanimous.
4. Each of the respective grade's Class Board members shall have one vote.
5. There shall be no proxy votes.
6. All members of the respective grade have the right to attend Class meetings as non-voting members.

Article VIII: Amendments

These Articles are open for amendment at any SGA General Assembly meeting, provided there is a two-thirds majority vote in favor of amendment and the proposed amendment has been typed in its entirety.



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All amendments must have a final approval of the SGA sponsor and NDHS administration.

Article IX: Ratification

This Constitution of the New Dimensions High School Student Government Association is hereby ratified with a two-thirds majority vote on behalf of all SGA members on [insert date here].

We, the undersigned, do hereby enact and ratify this Constitution for the New Dimensions High School Student Government Association. It shall serve as the operational document and tool of empowerment for both this organization and the students of New Dimensions High School, and shall also function as a contract between the Student Body, the Staff, the Administration, and the Community, ultimately giving fair and equitable representation to the Student Body.

Print Name

Signed Name

_____ **SGA President** _____

_____ **SGA Vice President** _____

_____ **SGA Secretary** _____

_____ **SGA Treasurer** _____

_____ **SGA Representative** _____

_____ **Office/Position** _____

_____ **Office/Position** _____



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Print Name	Office/Position	Signed Name
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