

Spanish Club's Constitution

Our Mission:

The Spanish Club proposes to promote awareness, appreciation, and understanding of the people and diverse cultural productions of the Hispanic/Latino world.

It also proposes to contribute and encourage the study and appreciation of the Spanish language. Lastly, it proposes to foster friendly relations with other Dutchtown clubs and organizations, as well as the community, and to work with them to better understand diversity through cultural awareness.

Article I- Identity

Section 1. The official name of this organization is the Spanish Club.

Article II-General Assembly

Section 1. The Spanish Club shall be a student run organization.

Section 2. Membership (General Assembly) in the Spanish Club is extended to all students at Dutchtown High School who pay a membership fee, regardless of race, gender, color, sexual orientation, or physical or mental handicap, as long as they are one of the following:

- a. have been or who are currently enrolled in a Spanish class
- b. are native-speakers of Spanish

Section 3. Membership may be freely resigned by presenting a request to an Officer. The joint approval of all the Officers and the Faculty Advisors are required to expel a member.

Section 4. The General Assembly shall provide an official voice through the Executive Council.

Section 5. To be recognized as an "active" member, students must attend at least one meeting per month. Students who miss more than 2 mandatory meetings per semester that are unexcused are up for probation and/or expulsion. Excused absences may include, but are not limited to, conflicting extra-curricular activities (such as sports, church, or other clubs), and/or medical excused absence from school (i.e. Doctor's note).

Article III- Executive Branch

Section 1: Offices. The six (6) Officers of the Executive Branch of the Spanish Club shall be the President, the Vice-President, the Secretary, the Historian, and two Club Ambassadors.

Section 2: Elections. They will be appointed based on Advisor's nominations for the 2010-2011 school year. In additional years, students may elect their officers.

Section 3: Qualifications. While it is beneficial that all officers of the Spanish Club be speakers of the Spanish language, this skill shall not be an official requirement to become an officer of the Spanish Club. However, any member who seeks to become an officer of the Spanish Club should be able to provide evidence of being in good academic and disciplinary standing. Officers elect should provide two (2) letters of recommendations from teachers (non-relatives).

Section 4: Duties.

a. President: The President of the Spanish Club shall:

- Preside over all meetings.
- For 2011-2012 term, President, as well as other officers, will be appointed by Faculty Advisors.
- Serve as facilitator for the planning of on-campus and off-campus activities and events, in accordance with the Mission of the Spanish Club.
- Act as the official representative of the Spanish Club.
- Be replaced by the Vice-President if impeached or withdrawing from the school.
- President must attend and act as Ambassador in all interclub meetings.
- President must also create and maintain Spanish Club Newsletter.

-Responsibilities in Meetings: (1) call role, (2) lead the pledge, (3) determine the agenda/itinerary for each mandatory monthly meeting, (4) promote membership, generate enthusiasm, and propose future activities to Advisors.

b. Vice-President: The Vice-President of the Spanish Club shall:

-Vice-President will collaborate with the President, as well as share the Presidential duties mentioned above at Advisor's discretion.

-Will generate and post flyers for upcoming meetings, activities, and events.

-In the absence of the President, Vice-President will serve as acting President.

-Will be sworn in as President in the event of withdrawal or removal of appointed President.

-Create and maintain scrapbook of events and activities.

-Take photos of Spanish Club events and activities.

-Work with Advisors to maintain Spanish Club webpage.

c. Secretary: The Secretary of the Spanish Club shall:

-Maintain all official records of the Spanish Club.

-Keep the minutes of all meetings.

-Generate and maintain current membership database, as well as agendas and programs for all events.

-In absence of President and Vice-President, serve as acting President.

d. Ambassadors: The Spanish Club Ambassadors shall:

-Oversee the set-up and clean-up of refreshments, arts and crafts, and/or any other necessary supplies needed for Spanish Club meeting and events.

Section 5: Term: The term of all offices is one (1) academic school year.

Article IV- Advisors

Section 1. In accordance with Henry County School Board Policy, the Spanish Club must have a faculty member serve as the Spanish Club's advisor for a term of no less than one academic year.

Section 2: Duties. The Advisor shall advise the Spanish Club in all aspects of its operation. It is beneficial, but not required that the advisor speaks Spanish fluently and/or teaches Spanish or ESOL classes. The Spanish Club Advisor should attend and supervise all meetings and events of the Spanish Club, as well as chaperone travels.

Article V- Amendments

Section 1: Submissions. Any active member during the course of the meeting may make a motion to make an amendment to the constitution.

Section 2: Unanimous approval of the Executive Council as well as Advisor (s) is required to pass all motions of amendments.

Article VI- Constitutional Bylaws

Section 1: Meetings. Spanish Club will meet on the first Tuesday of every month, or at the discretion of the Supervising Advisors. Spanish Club meetings may occur more frequently depending on the holidays and events of certain months.

-Meetings will be presided by the President or Vice-President according to ranking order. An agenda will be presented by the ranking Officer at the beginning of the meeting, and followed thereafter.

-Meetings will consist of the Pledge of Allegiance (in Spanish), roll call, minutes from the previous meeting, a program, and refreshments ("La Merienda").

Section 2: Grade Requirement. A nominee for an office must have a minimum grade of a B in any Spanish class taken, as well as be in academic good standing.

Section 3: Dues. The Spanish Club membership fee is \$20. This includes, but is not limited to, refreshments at mandatory club meetings as well as membership t-shirts to wear at special events

and activities. It also helps support various service projects, transportation, and any additional expenses that may arise, as well as an end-of-the-year banquet.

-Field-trips and movies are not included in membership fees.

Section 4: Attendance. Officers should be in attendance at every meeting unless prior notification of absence is given. Officers can miss no more than two (2) mandatory meetings per school year.

-Non-officers can only miss two (2) mandatory meetings per semester.

Section 5: Service Projects. A project will be undertaken by all members to enrich, embellish, and/or benefit the school while promoting pride as foreign language students. Also, Spanish Club members are given the opportunity to give service by participating in Spanish Tutoring Service that is held once a week throughout the school year.

(cut on dotted line)

Member Information and Acknowledgement

Name: _____ Grade: _____ 1st Period Teacher: _____

Home address: _____

City: _____ State: _____ Zip Code: _____

Parent's Name: _____

Parent Phone Number: _____ Cell: _____

Parent's email: _____

Member email: _____

Adult t-shirt size (No XS): _____

Acknowledgement: "I have read and understand the organization requirements and expectations as outlined in the Spanish Club Constitution. I also understand that I may contact Sra. Baker with any questions or concerns."

Member Signature

Date