

Foothill High School

Associated Student Body Constitution

We, the Students of Foothill High School, do ordain and establish this Constitution, for the Associated Student Body of Foothill High School in order to better connect the students with the governance of their affairs.

Article I

Section 1. The Associated Student Body (ASB) of Foothill High School represents all students who attend Foothill High School. All students are subject to the jurisdiction of the school and must abide by the rules and regulations set forth by the school. Violation of any rule by a member of the ASB may result in loss of certain privileges and disciplinary action.

Section 2. The official colors of Foothill High School will be Royal Blue and Gold and the official mascot will be the Fernando Falcon. All sports teams and organizations will represent the Foothill Falcons. The official website of Foothill High School will be <http://www.foothillfalcons.org>.

Section 3. Access to information on all school-related topics, issues, and a copy of this constitution shall be available on the Foothill High School website:
<http://www.foothillfalcons.org>

Section 4. All students will be issued a student identification card (ID) with their picture. This ID card will be necessary for purchasing dance tickets and for taking part in school elections. Students may purchase replacement ID cards at the office.

Section 5. Students may purchase an ASB Sticker, which will entitle them to privileges and discounts for certain school-sponsored activities.

Article II

Section 1. Foothill High School's Leadership class is made up of two elected Associated Student Body officers: the President and Vice President. If there are more than 2 candidates running for the elected positions there will be preliminary interviews to select the most qualified persons. All other ASB Officers will be appointed. There will be sixteen Class Officers, and an unspecified number of commissioners to be determined by the Leadership advisors and ASB Officers.

Section 2. Leadership Advisors and ASB Officers will determine commission size and responsibility. All students who are accepted into Leadership will be placed in a commission and will be responsible, first and foremost, for fulfilling the duties prescribed to their commission. Major projects and activities developed by commissions must be proposed to and accepted by Executive Council and approved by administration before executing.

Section 4. Admittance into Leadership will be based solely on the discretion of the Advisors with input from Current ASB Officers and/or the ASB Officers-elect. Entrance into Leadership will be done by application and interview (carried out by Advisor and ASB officers), submitted to the appropriate teacher and containing all appropriate signatures. The Advisors shall make an effort to create a Leadership class

that represents all student interests on campus, and contains students from all four class years.

Section 5. All students accepted into Leadership assume the title of Commissioner and must abide by the terms and restrictions of said position. Commissioners must maintain a minimum GPA of 3.0 and must serve the best interest of the ASB at all times. Failure to follow these regulations may result in expulsion from the Leadership Class and disciplinary action at the discretion of the administration.

Article III

Section 1. The executive power will be vested in the Executive Council, made up of all elected and appointed ASB Officers. The council will meet a minimum of once a week to approve all activity proposals. Activity proposals shall be voted on by the Executive Council and must receive a majority vote in order to be approved. Executive Council members shall assume their duties, on the day preceding graduation, in the year in which they are elected.

Section 2. The President of the Executive Council must be a senior at the time of office, have been enrolled in the Foothill High School Leadership class for at least one year, and hold a minimum GPA of 3.0. The President shall hold the responsibilities of serving as the head of all Executive Council meetings. Also he/she must attend Pleasanton City Meetings pertaining to the ASB of Foothill High School and any AABC meetings as a representative of the ASB. Furthermore, the ASB President has the power to write monthly updates for the Foothill website, describing the goals and accomplishments of FHS Student Activities within the given period. Moreover, the president will serve as the chief coordinator for the summer Leadership retreat and oversee the operation of all Leadership commissions, though he/she may share oversight with other ASB Officers. Lastly, he/she must deliver a formal address at the Graduation Ceremony. Furthermore, he/she will be responsible for overseeing the Liaison program at Foothill and administering all school elections.

Section 3. The Vice President of the Executive Council must be a senior at the time of office, have been enrolled in the Foothill High School Leadership class for at least one year, and hold a minimum GPA of 3.0. The Office of Vice President shall be vested with all responsibilities of the president in his or her absence and will also oversee all Student Senate meetings. He/she will write a monthly Senate Newsletter, informing senators of any Leadership news, minutes from the previous meeting, and agenda for the current meeting.

Section 4. The Secretary of the Executive Council must be either a junior, or senior at the time of office, have been enrolled in the Foothill High School Leadership class for at least one year, and hold a minimum GPA of 3.0. The Office of the Secretary shall be vested with the responsibility of overseeing the administration of Falcon Fest. He/She must maintain records of all minutes from Executive Council meetings, Student Senate meetings, and Club Council Meetings which upon request may be reviewed by members of the ASB within a period of 12 months. The Secretary must approve all activity proposals through his/her signature and update the Executive Council Calendar with all pertinent events and activities.

Section 5. The Treasurer of the Executive Council must be either a junior or senior at the time of office, have been enrolled in the Foothill High School Leadership class for at least one year, and hold a minimum GPA of 3.0. They must hold one class period free, in which they administer and maintain ASB funds. The Office of the Treasurer shall be vested with the responsibility of conducting and supervising all fundraisers for the ASB and Leadership. Furthermore, he/she must oversee all financial matters relating to Leadership accounts, including the withdrawal and deposit of funds. The Treasurer will maintain accounts for clubs, classes, and Leadership, which shall be available upon request by any member of the ASB within a period of 12 months. Furthermore, he/she will oversee all meetings of the Financial Committee and approve monetary refund requests through signature. All cash box requests for Leadership sales shall be made through the ASB Treasurer and will be permitted only by his or her approval. Lastly, the Treasurer will approve all activity proposals through signature.

Section 6. The Commissioner of Student Affairs (“COSA”) must be a junior or senior at the time of office, have been enrolled in the Foothill High School Leadership class for at least one year, and hold a minimum GPA of 3.0. He/she will be responsible overseeing the completion of all proposed activities related to the Week of Welcome, Homecoming Week, rallies, dances, and other spirit activities. Lastly, he/she will be responsible for submitting Master Calendar requests for the following school year.

Section 7. The Commissioner of Technological Affairs (“COTA”) must be either a sophomore, junior or senior at the time of office, and hold a minimum GPA of 3.0. The Office of the COTA shall be vested with the responsibility of conducting and supervising all technological affairs for the ASB and Leadership, also is the king/queen of the knights of the sound table. Furthermore, the COTA shall be responsible for overseeing the technological endeavors of other FHS related groups, including sports teams, clubs, and specific classes. Moreover, the COTA shall be responsible for the management of Foothill Road flags. Lastly, he/she is responsible for keeping Leadership equipment up-to-date.

Section 8. Other ASB positions may be appointed by elected ASB officers and Leadership advisors and may undergo changes as seen fit by the Leadership advisors. The requirements for holding said office are as follows: he/she must maintain a GPA of 3.0, and be a junior or senior at time of office, some exceptions may apply based on qualifications. Also, he/she will be in charge of running daily class activities and supervising any projects taking place within specific commissions and Leadership in general.

Article IV has been abolished, Student Senate will be no more

Motion made by Gina DiPiazza ASB President

Seconded by Tessa Vlacos ASB CO-COTA

Article V

Section 1. Available class offices are hereby defined as: President, Vice President, Secretary, and Treasurer. The requirements for holding the position of class officers are as follows: The candidate must run for the class of which he/she will be a part in the following Foothill school year and he/she must have a minimum GPA of 3.0.

Section 2. The selection process for Freshman class officers is as follow:.
Freshman class officer candidates will deliver a speech to the Leadership Class within two weeks of the first day of school. Officers will then be chosen by majority vote by the Leadership Class.

Section 3. Class officers shall be responsible for overseeing and conducting all class fundraisers. Junior class officers will confer with the current senior class officers in order to assist in organizing a successful Junior Prom. Senior class officers will be in charge of organizing all aspects of Senior Ball and Graduation Activities.

Article VI

Section 1. The Executive Council will serve as the Commissioning Body of Democracy. All rules and regulations regarding campaigns and elections will be created and enforced by the Executive Council under approval by the Leadership advisor. Any problems with or violations of said regulations will be reviewed by the Council and then voted upon. Members of the Council that are involved in said election/campaign must abstain from voting.

Section 2. The qualifications for ASB Office are enumerated in Article III of the Foothill Constitution.

Section 3. Any person wishing to run for an ASB office must file an intent-to-run form prior to the elections. Forms must have all the appropriate and necessary signatures from teachers, administrators, and any other person deemed fit by the Executive Council. ASB campaigning and elections must abide by the campaign regulations set forth by the Executive Council and school administrators.

Section 4. Voting shall be done by way of secret ballot. Seniors will be prohibited from voting, as they will not be enrolled at Foothill when the candidates take office. School Principal must sign off on all election results as per his/her discretion and after which the results will be known only to the principal, Leadership advisors, and the Executive Council. The Commissioning Body of Democracy will then notify candidates of the results; upon request, all candidates may request the margin of defeat for their race. All election ballots shall be stored in the student affairs office for a period of 12 months following elections.

Section 5. The ASB Treasurer, COTA, COSA and Secretary shall not be chosen by popular elections, but shall be appointed. These ASB officers shall be chosen by the unanimous consent of the Leadership Class advisors and the current ASB President , Treasurer, COTA, and Secretary after a process of application and interview; the selection process must take place after ASB elections. A candidate who applied for the

position of ASB treasurer, COTA, COSA, or Secretary, but was not chosen, is eligible to run for a different office as long as he/she meets the requirements set forth in Article III, Section 5.

Section 6. ASB Officers can be removed from office for failing to meet responsibilities as outlined in Article 3, behaving in a manner considered detrimental to the school, or failing to comply with school rules and regulations. Disciplinary actions may be taken if deemed appropriate by school administration.

Section 7. The procedure for removing an elected ASB Officer is as follows: a formal complaint must be submitted to the Executive Council. Complaints may be submitted by any member of the ASB, though they must have solid grounds to suggest removal of an officer. The Executive Council will then review the complaint and interview commissioners, officers, and advisors who work with the scrutinized officer in order to assess whether he or she has acted improperly. Finally, the Executive Council may question both the student who submitted the complaint and the officer mentioned in the complaint in order to have sufficient evidence to enforce a removal. After all investigating is complete, the head of the Executive Council will then present the evidence to the Leadership advisors and the Principal. With the approval of the Principal and advisors, the Executive Council may hold a vote to remove the Officer in question. Upon a vote for removal of two-thirds majority, the officer will then relinquish control of his or her office.

Section 8. The procedure for removal of an appointed Officer is as follows: the officer may be removed from office upon the determination of Leadership advisors and Activities Secretary. Upon removal, the officer will also be removed from the Leadership and Treasurer class period and given new classes during those periods.

Section 10. In the event that an ASB or Class President should withdraw, the respective Vice President shall assume all responsibilities, duties, and the title held by the withdrawing President. In the event that a non-president ASB or Class officer should withdraw, the remaining officers may do either of the following: they may function with the remaining ASB officers, or appoint a new officer by way of unanimous vote of the respective office, along with a two-thirds majority approval of the Executive Council. If a Manager or the ASB Treasurer chooses to withdraw, the Leadership Advisors shall meet to appoint a replacement.

Article VII

Section 1. In order for a new club to be sanctioned, following requirements must be met: the Forms for creating a new club must be turned in on or before the date approved by the club council for that year, in order for the club to be active in the upcoming school year. The Club Council, made up of administration, Leadership Advisors, and ASB Officers, must approve the club with a majority vote, though the Foothill Administration may veto the Club Council's vote over any club if they feel the club's principles are antithetical to those of the school, if a duplicate club already exists, or if student safety is concerned.

Section 2. Existing clubs must abide by the following rules: at the end of each school year, each club's members must elect new officers for the following school year. Before the end of the year, on or before the date decided on by Club Council. an annual renewal form must be submitted by the new club president to the ASB Secretary.

Furthermore, a teacher must be present during all club meetings. The president or a representative from each club must attend all club council meetings, held monthly, to discuss upcoming business. No clubs may have more than one president, vice president, secretary, and treasurer at any given time unless a written request is approved by the Club Council by way of majority vote. Each club is may, space permitting, participate in first semester's Club Expo and/or second semester's Club Fair.

Section 3. The penalties for a club's violation of the aforementioned regulations are listed below. Failure to attend a Club Council meeting, or hold a meeting when scheduled results in the following: upon the first offense, the Club president will receive a verbal warning. Upon the second offense, the Club president will receive a written statement, proclaiming the club is on probation. Upon the third offense, the Club charter is revoked and thus the club is no longer sanctioned by the school.

Section 4. All Club Council meetings will be run by the ASB Secretary. He or she will address any questions posed by clubs and actively support their activities. The ASB Secretary must put together a calendar of all meetings which will be held once a month during lunch, then distribute them to all club presidents. If a meeting date needs to be changed, all club presidents must be notified as soon as possible. These meetings allow the presidents of each club to become aware of financial support given by ASB, and to speak to the status of each club. The Leadership Advisors must be present to supervise.

Article VIII

Section 1. Any students who are part of the ASB or any faculty members may propose amendments to this Constitution, whenever they deem it appropriate. All proposed amendments must be submitted to the Executive Council but the Council will not vote on any amendment until one week after its proposal. In order for any amendment to survive, the Council must approve with two-thirds majority.

Section 2. After approval by the Executive Council, an amendment will then go before the Student Senate. The students/staff who propose the amendment will then deliver said amendment to the representatives in the Senate. Voting on the amendment will then take place in the same meeting in which the amendment was proposed. The amendment is only ratified after a two-thirds majority vote by the Senate.

Section 3. A final and untainted copy of the Foothill Constitution will be posted in the office, easily accessible by all students. The Constitution will also be attainable by means of the Official Foothill Website. Thus, students may review and download the Constitution if they feel that revision is necessary.

Written by ASB Officers 1998-99 Kim Powers

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