

**RIVERBEND HIGH SCHOOL
LATIN CLUB**

CONSTITUTION

Preamble

We the members of the Junior Classical League, covenant to hand on the torch of classical civilization in the modern world. We believe an acquaintance with the civilization of Greece and Rome will help us understand and appraise this world of today, which is indebted to the ancient civilization in its government and laws, literature, language and arts. We affirm the JCL experience develops responsibility, fosters brotherhood, promotes enthusiasm, encourages competition, inspires dedication and enriches our total growth. Therefore, we the members of the Riverbend High School Latin Club hereby ordain and establish this constitution.

ARTICLE I

Name

This organization will hereby be named the Riverbend High School Latin Club.

ARTICLE II

Purpose

The purpose of the Riverbend High School Latin Club shall be to support and promote the study of Latin and the Classics, to contribute to the school, local, and national community, and to nurture and promote social activities and growth.

ARTICLE III

Authority for Operation

This constitution, in conjunction with its bylaws and *Robert's Rules of Order, Revised*, shall be the authority for operation of the Riverbend High School Latin Club. The Riverbend High School Latin Club will be affiliated with both the Virginia Junior Classical League and the National Junior Classical League.

ARTICLE IV

Membership

Section 1: Eligibility: To be eligible to be a member of the Riverbend High School Latin Club, the student must be currently enrolled in Latin at Riverbend High School or have previously taken Latin at another school and be enrolled at Riverbend High School.

Section 2: Membership: In order to be recognized as a member in good standing of the Riverbend High School Latin Club, the member must fulfill the following duties:

A. Dues: All members must pay yearly dues at the rate set in the bylaws of this constitution.

B. Participation: All members must participate in at least one service activity and fundraiser and attend at least one regular meeting per semester.

ARTICLE V

Sponsors

Section 1. Sponsors: The Riverbend High School Latin Club shall be sponsored respectively by a Latin teacher, by a teacher of the Classical Humanities, or by another adult high school graduate who is of legal age according to his state's statutes and who resides in the vicinity.

Section 2. Good Standing of Sponsors: A sponsor must be a member of The American Classical League, responsible for his chapter's activities, and accountable for the welfare of his chapter's members during any chapter activity in which some or all may participate.

ARTICLE VI

Officers

Section 1: Officers Defined: The elected officers of the Riverbend High School Latin Club shall be as follows: President, First Vice President, Second Vice President, Secretary/Treasurer, Parliamentarian, Editor and Historian. They shall constitute the Executive Board.

Section 2: Term of Office: The term of office for each officer shall be for one year. A member may run for the same office for more than one term provided that he meets the criteria for candidacy.

Section 3: Qualifications: In order to run for an office of the Riverbend High School Latin Club, a candidate must be enrolled in Latin during the year in which he will serve if elected or have completed all such courses offered by his school. He must not have been dismissed from the Club prior to election. Exceptions to these qualifications can be approved by a unanimous vote of the Executive Board.

A. In order to run for the office of President, a student must be in Level IV or AP.

B. In order to run for the offices of First Vice President, and Second Vice President, a student must be in Level III, IV, or AP.

i. In addition, to run for the officer of Second Vice President, one must have attended at least one State or National convention in the past.

ii. This will be put in effect for the elections of the 2007-2008 school year and all following elections.

C. In order to run for the offices of Secretary/Treasurer, Parliamentarian, a student must have completed a minimum of one year of Latin.

D. The offices of Editor and Historian will be filled by appointment of the Executive Board, not by election. In order to apply for Editor or Historian, a student must have completed a minimum of one year of Latin.

Section 4: Nomination Procedures: Any eligible persons wishing to run for a Riverbend High School Latin Club office may become a prospective candidate by filling out an application by the deadlines set in the bylaws of this constitution.

Section 5: Campaigning: Candidates for office will follow the campaign procedures set forth in the bylaws of this constitution.

Section 6: Voting Procedures: Following the campaign, a vote by secret ballot will be taken for the offices of President, First Vice President, Second Vice President, Secretary/Treasurer, and Parliamentarian. For a candidate to be elected into office, he must receive a majority of the votes cast. If no candidate receives more than one-half of the votes cast, then the top two candidates will participate in a run-off election.

Section 7: Appointment Procedures: The offices of Editor and Historian will be appointed by the Executive Board. A member seeking appointment will submit an application to be reviewed by the Executive Board serving during the year in which the appointed office will be held.

Section 8: Vacancies: Should a vacancy occur in any office, the Executive Board will appoint a qualified member into the vacant office.

Section 9: Removal from Office:

- A. Impeachment: If an officer does not perform the duties set down by this constitution, he may be impeached from his office by a unanimous vote of the Executive Board. This person will remain a member of the Riverbend High School Latin Club, but may never again run an elective office in it.
- B. Process of Impeachment: The process of impeachment is as follows:
- i. A petition by at least two Latin Club officers presenting charges to the Executive Board must be signed.
 - ii. A meeting of the Executive Board and sponsor must be held, including the officer in question for defense and discussion purposes. A unanimous vote of the Executive Board with the officer in question not present will certify the removal of the officer in question.
 - iii. If a unanimous vote is not achieved, the matter may be brought to the attention of the Riverbend High School Latin Club. A two-thirds majority vote in favor of the impeachment of the officer must be achieved in order for the impeachment to be certified.
 - iv. If the two-thirds majority vote is not achieved, the charges will be dropped. Impeachment charges may be filed against the same officer at a later time, but the charges used in the previous case may not be used.
- C. Vacancies: The rules set in Article VI, Section 7 should be followed to fill the vacant office.

ARTICLE VII

Amending the Constitution

Section 1: Proposals: A proposal to amend this constitution or its bylaws that has been signed by at least five Riverbend High School Latin Club members must be submitted to the Executive Board, or may be proposed by the Parliamentarian.

Section 2. Vote: For an amendment to be passed, it must receive a vote of at least two-thirds of the members at a regular meeting.

ARTICLE VIII

Ratification

This constitution and its bylaws are effective when it has been ratified by a vote of at least two-thirds of members at a regular meeting. This constitution and its bylaws may be abolished by a vote of at least three-fourths of members.

11 March 2009

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BY LAWS

I. Dues

- A. Dues shall be ten dollars (\$10.00)
- B. No refunds will be made if a student is unable to participate in Riverbend High School Latin Club activities, for any reason.

II. Duties of the Officers

A. President

- 1. Serve as chair of the Executive Board.
- 2. Have a thorough understanding of the Riverbend High School Latin Club Constitution, Bylaws, and standing rules.
- 3. Preside over and maintain order at all regular meetings under standard parliamentary procedures.
- 4. Be an ex officio member of all committees.
- 5. Prepare the agenda for all meetings.
- 6. Organize, with the aid of the sponsor, all social activities for the Riverbend High School Latin Club.
- 7. Certify with the Parliamentarian the results of all elections and votes.
- 8. Appoint committees.
- 9. Maintain contact with other officers and committee chairs on projects.
- 10. Attend ICC meetings.
- 11. Attend the Nominations Committee meeting at the Virginia Junior Classical League Convention.

B. First Vice President

- 1. Assume the powers and duties of the President should he be unable to fulfill his duties, for whatever reason.
- 2. Is in charge of membership and must maintain an up-to-date list of the members of the Riverbend High School Latin Club.
- 3. Promote the Junior Classical League, Riverbend High School Latin Club, and the Classics.
- 4. Inform a member of his dismissal from the Riverbend High School Latin Club if necessary.

C. Second Vice President

- 1. Organize, with the aid of the sponsor, all service activities for the Riverbend High School Latin Club.
- 2. Plan, organize, and lead the Riverbend High School Latin Club in the Spirit competition at the Virginia Junior Classical League Convention.

D. Secretary/Treasurer

- 1. Keep the minutes of all meetings.
- 2. Perform all correspondence for the Riverbend High School Latin Club.
- 3. Publish notices of all meetings.
- 4. Organize, with the aid of the sponsor, all fundraising activities for the Riverbend High School Latin Club.
- 5. Be responsible for handling all financial paperwork.

E. Parliamentarian

- 1. Have a thorough understanding of *Robert's Rules of Order, Revised*.
- 2. Ensure that all meetings run according to *Robert's Rules of Order, Revised*.
- 3. Count all votes with the help of the President.
- 4. Count and verify ballots of the elections of officers with aid of the President.
- 5. Propose any amendments to the Riverbend High School Latin Club Constitution two weeks

before the amendments are to be voted on.

6. Attend the Nominations Committee meeting at the Virginia Junior Classical League Convention.

F. Editor: Create a Latin Club newsletter for each marking period to distribute to Latin Club members.

G. Historian

1. Keep a record of Riverbend High School Latin Club in a scrapbook.

2. Publicize Riverbend High School Latin Club activities in the school and local newspapers.

III. Campaign Regulations

A. An application will be filled out, submitted, and then displayed in the Latin classroom(s) by the deadline as posted by the Executive Board and sponsor.

IV. Elections

A. Election of the president will occur in the spring semester. The elections of all other officers will take place at the first scheduled meeting during the following fall semester.

B. Any member may be appointed by a unanimous vote of the Executive Board to serve as part of the Executive Board.

V. Virginia Junior Classical League Convention

A. Attendance: Students who are current Riverbend High School Latin Club members may attend the Virginia Junior Classical League Convention, but the Riverbend High School Latin Club is only allowed to take 30% of its membership to Convention, so it is on a first-come-first-serve basis. All officers should attend the Virginia Junior Classical League Convention, but may give their Conventional duties over to other delegates if they are unable to attend.

B. State Officers: Since state regulations prohibit more than one member from each school to run for an office and require the permission of the sponsor, should more than one member desire to run for a state office, each potential candidate should submit a list of qualifications and goals for the desired office to the sponsor. The sponsor will review the applications with the Executive Board and conduct interviews with the potential candidates. He will then make a decision as to which candidate will be allowed to pre-file as a candidate for a state office.

C. Voting: As required by the Virginia Junior Classical League Constitution, two delegates from the Riverbend High School Latin Club delegation must attend the Nominations Committee meeting, and, after conferring with the delegation at large, will cast the votes for the Riverbend High School Latin Club delegation. The voting delegates will be the President and the Parliamentarian. If either officer is unable to fulfill this duty, another officer or designee should take his place.

VI. Meetings

A. Meeting dates shall be determined by the President and the sponsor.

B. The date of a meeting in which changes to the Riverbend High School Latin Club Constitution are to be discussed must be published to all members two weeks prior to the date.

C. All members of the Riverbend High School Latin Club are expected to attend all regular meetings.

D. Any disruptive member may be removed from the meeting with the approval of the sponsor.

E. Acceptable behavior at a meeting shall be:

1. Be recognized before speaking.

2. Yield to calls to order.

F. The quorum for an Executive Board meeting shall be four out of seven members.