Article I: Name

The name of this organization is the Smithfield-Selma Student Association (SSSA) and the officers of this association shall consist of a President, a Vice-President (who serves as the Interclub Council President), a Secretary/Historian, a Projects Director, a Spirit Chair, and the Class Presidents.

Article II: Objectives

The objectives of the Smithfield-Selma Student Association shall be:
1. To create a vehicle through which student activities are discussed, coordinated and sponsored.
2. To enrich the educational process through the cooperative efforts of the student body, the faculty and the administration.
3. To form a structured and responsible relationship between the school, the faculty, the administration, and the community, and
4. To carry out the school’s vision as outlined by Administration and the school’s Leadership Team.

Article III: Membership

The membership of this association shall consist of all the students enrolled at Smithfield-Selma High School.

Article IV: Organization Governance

Section 1: The SSSA Executive Committee shall be the governing body of this organization.

Section 2: The SSSA Executive Committee shall consist of:
1. the elected and appointed SSSA officers, and
2. the Class Presidents

Section 3: The SSSA will meet monthly. It will also meet in committees as needed.

Article V: Executive Committee: SSSA Officers/Qualifications for Office

Section 1: The candidates for SSSA office:
1. Must have a Grade Point Average of 3.0,*
2. Must submit an Intent to Run form, and
3. May not have been out of school suspended during his/her high school career or have excessive in-school disciplinary issues.**

Section 2: A candidate for SSSA office must be in good standing in his/her current class and must have been a student at SSS for one full semester before the elections. Additionally, officers must meet the requirement for a particular office as outlined in Article V: Sections 3-7.

Section 3: The candidate for the office of SSSA President must be a rising senior with at least one year of student council experience as an elected SSSA officer, or at least one year experience as an elected class officer, or past experience as an officer of a campus club, with the recommendation of the club’s Adviser, and the approval of the SSSA Adviser and the Principal.

Section 4: A candidate for the office of SSSA Vice-president must be a rising junior or senior with at least one year of student council experience as an elected SSSA officer, or one year of experience as a class officer, or past experience as an officer of a campus club, with the recommendation of the club’s Adviser, and the approval of the SSSA Adviser and the Principal.

Section 5: A candidate for the office of SSSA Secretary/Historian may be a rising sophomore, junior, or senior with at least one year of student council experience as an elected SSSA officer, or one year of experience as a class officer, or past experience as an officer of a campus club, with the recommendation of the club’s Adviser, and the approval of the SSSA Adviser and the Principal.

Section 6: A candidate for the office of SSSA Projects Director may be a rising sophomore, junior or senior with at least one year of student council experience as an elected SSSA officer, or one year of experience as a class officer, or past experience as an officer of a campus club, with the recommendation of the club’s Adviser, and the approval of the SSSA Adviser and the Principal.

Section 7: A candidate for SSSA Spirit Chair may be a rising sophomore, junior or senior with at least one year of student council experience as an elected SSSA officer, or one year of experience as a class officer, or past experience as an officer of a campus club, with the recommendation of the club’s Adviser, and the approval of the SSSA Adviser and the Principal.

Section 8: The Executive Committee, in consultation with the SSSA Adviser and the Principal shall determine the method by which vacancies in any of the offices of the Executive Committee or the individual classes should be filled if such vacancies are due to reasons not outlined in Article VIII of this document.

* The requirement of a 3.0 GPA can be waived, by the Principal, if the candidate has shown significant improvement in his or her academic progress and has maintained A 3.0 GPA for the two semesters prior to the election.
** The Principal of Smithfield-Selma High School may determine that this requirement, regarding suspensions, should be waived for a particular candidate.
Article VI: Executive Committee: Class officers/Qualifications for Office

Section 1: The candidates for a class office:
1. Must have a Grade Point Average of 3.0.*
2. Must submit an Intent to Run form
3. May not have been out of school suspended during his/her high school career or have excessive in-school disciplinary issues. **

Section 2: A candidate for Class office must be in good standing in his/her current class and must have been a student at SSS for one full semester before the election.

Section 3: The officers for each class shall be a President, a Vice-President, a Secretary/Historian, a Projects Director, and a Spirit Chair.

* The requirement of a 3.0 GPA can be waived, by the Principal, if the candidate has shown significant improvement in his or her academic progress and has maintained a 3.0 GPA for the two semesters prior to the election.

** The Principal of Smithfield-Selma High School may determine that this requirement, regarding suspensions, should be waived for a particular candidate.

Article VII: Election Procedures

Section 1: SSSA and class elections shall be scheduled according to the current calendar established by Johnston County Schools.

Section 2: The Election Schedule shall receive Administration approval before it is announced to the Student Body.

Section 3: Conducting Elections
a) Elections shall be conducted online.
b) The window for electing officers shall be no less than 24 hours to guarantee that all students shall have an opportunity to cast a vote for SSSA and Class officers.
c) The student winning the most votes of those cast will win the election. If there is a margin of less than ten votes in any office, there will be a recount of the votes cast for that office.
d) The SSSA Adviser(s) shall oversee the creation of the ballot and conduct the ballot count with designated and trained personnel – no students may count votes nor will any student or faculty member be privy to totals of ballots cast during the period of online voting.
e) Election results will be announced, if possible, at the end of Election Day. Prior to the general announcement, all candidates will be informed of the election results.
Section 4: In the event that there is a vacant position remaining immediately after the general election for either SSSA and/or Class office, or if the officer resigns, is removed from office, or moves to another school, the respective adviser may call for an abbreviated election to expedite filling the vacancy following the plan outlined in the ByLaws Supporting Article VII.

**Article VIII: Removal from Office**

Section 1: Any SSSA officer, class officer or club officer may be suspended or removed from office during his or her term for any act(s) that result in school disciplinary action, legal action, honor violations, and/or not fulfilling assigned duties.

Section 2: Any officer who is given out of school suspension shall automatically be suspended from his or her duties.

Section 3: Permanent removal of any SSSA, class, or club officer will be the responsibility of the Principal of Smithfield-Selma High School working with the faculty and the adviser of the entity involved. The decisions made by the Principal will be final.

Section 4: The process of replacing a student who has been removed from office will be the same as the process outlined in the ByLaws Supporting Article VII Section 4

**Article IX: Meetings**

Section 1: The SSSA Executive Committee should meet at least once a month. Depending on the season of the semester, these meetings can be weekly. The President should call the meetings at least forty-eight (48) hours ahead of time, if possible.

Section 2: Class Executive Officers should meet at least once a month to address issues discussed at the SSSA Executive Committee meetings. The class Presidents should call the meetings at least forty-eight (48) hours ahead of time, if possible.

Section 3: In the event that a member of the SSSA Executive Committee or a class officer should have conflicting meetings scheduled, it is the expectation that membership on the SSSA Executive Committee or holding a class office should supersede obligations to other organizations.

**Article X: Amendments**

Section 1: The Articles may be amended at any meeting of the SSSA Executive Committee meeting in conjunction with all class officers, and all voting members of the student body, by a two-thirds vote, provided that the proposed amendment has been submitted, in writing, to this joint assembly meeting at least 10 school days prior to the vote.
Section 2: The Articles of this document may be amended at the request of Administration by a committee of faculty members. This committee shall include the Adviser of SSSA and any other faculty members deemed necessary by Administration.

BYLAWS

BYLAWS supporting Article V: Description of Duties for SSSA Officers

Description of duties: SSSA Officers

1. Section 3: The President of SSSA shall:
   - preside at all meetings
   - address the student body on the morning announcements either personally or through an appointed representative.
   - work closely with the Freshman class president to assist in negotiating beginning of the year activities

2. Section 4: The Vice-President of SSSA shall:
   - preside at SSSA meetings in the absence of the President
   - serve as the President of the Inner Club Council
   - deliver afternoon announcements
   - work closely with the Freshman class vice president to assist in negotiating beginning of the year activities

3. Section 5: The Secretary/Historian of SSSA shall:
   - submit activities to School Liaison for publication in JCS Websites
   - coordinate with the SSSA Projects Director and SSSA Spirit Chair to communicate with classmates using a media venue that complies with Johnston County Schools Policies regarding the use of social media.

4. Section 6: The Projects Director of SSSA shall:
   - assist in outlining goals and challenges of SSSA Projects
   - communicate with class Projects Directors to explain class participation in school wide activities,
   - coordinate with Spirit Chair to maintain a SSSA bulletin board and assist the classes in maintenance of class bulletin boards

5. Section 7: The Spirit Chair of SSSA shall:
   - serve as President of the PEP club
   - keep a calendar of school activities to help organize spirit activities
   - coordinate with the Cheerleading Advisor to assist in Pep Rallies
   - coordinate with class Spirit Chairs to encourage class participation in school wide events
   - work with Projects Director to maintain a SSSA bulletin board and assist the classes in
BYLAWS supporting Article VI: Description of Duties: Class Officers

Section 3: The class offices
1. The President of each class shall:
   - preside at all meetings
   - serve as a voting member of the SSSA Executive committee and attend SSSA Executive Committee meetings
   - inform all class officers of information resulting from SSSA meetings

2. The Vice-President of each class shall:
   - conduct meetings in the absence of the President
   - attend SSSA Executive meetings in the absence of the President
   - attend SSSA Executive meetings with the class president as a non-voting participant at request of the class President

3. The Secretary/Historian of each class shall:
   - submit activities to SSSA Secretary/Historian for publication in SSSA Websites
   - coordinate with class Projects Director and class Spirit Chair to communicate with classmates using a media venue that complies with Johnston County Schools Policies regarding the use of social media.

4. The class Projects Director shall:
   - work with class Adviser to develop class projects
   - work with SSSA Projects Director to encourage class participation in school wide initiatives.

5. The class Spirit Chair shall:
   - keep a calendar of school activities to help organize spirit activities
   - coordinate with SSSA Spirit Chair to encourage class involvement in spirit activities
   - coordinate with class Projects Director to maintain the class bulletin board.
   - serve as a member of the Pep Club and assist the SSSA Spirit Chair with carrying out initiatives planned by SSSA.

BYLAWS Supporting Article VII: SSSA/Class Election Procedures

Section 2: The Election Schedule
1. Elections should be announced at least 5 school days prior to the date of the election and Intent to Run forms should be made available at that time.

Section 3: Conducting the Elections
1. On the day designated on the Intent to Run Forms, prospective candidates should turn in Intent-to-Run forms to the SSSA Adviser who will then present the slate of officers for each position to Administration for approval.
2. Campaign Guidelines must be made available to each candidate by the SSSA Adviser.
3. Candidates may campaign during the period designated on the Intent to Run form.
4. Speech Guidelines, if applicable, shall be established by the Media Coordinator and/or the faculty member who will oversee the speech making process.

Section 4: In filling vacancies immediately after elections, or filling vacancies due to officer resignation, removal from office, or moving to another school,
1. the particular adviser will inform the SSSA Adviser of the vacancy
2. the same requirements for holding office will be in effect and during regular elections
3. the same Intent to Run form will be used with amended dates
4. the affected Adviser, along with his/her officers, may abbreviate the campaign period so long as the proposed election is announced to the student body for a period of no less than three (3) days
5. the affected Adviser may direct the election but the creation and counting of ballots will be in the purview of the SSSA Adviser and the rules for counting ballots will be the same as described in Article VII Section 3.

BYLAWS Supporting Article IX: Meetings

Section 1: Referencing Article IX Section 3, the individual Club Advisers may recommend that students seeking Club Office consider possible attendance conflicts vis à vis SSSA Executive Committee meeting and class meeting requirements.

Section 2: All SSSA, Class, and Club meetings are:
-to be attended by the Adviser(s) or his/her faculty representative,
-to be held on campus unless Administration has been notified of a change of venue,
-to be announced by class twitter, Facebook, or other means acknowledged by and available to all organization members

BYLAWS Supporting the Implementation of this Document

1. The SSSA Adviser, working with Administration and the Class and Club Advisers, shall generate documents that will allow for the execution the Constitution and Bylaws on a year to year basis.
2. There will be a joint meeting of the SSSA Adviser, the Class Advisers, the Club Advisers, and the Principal, or his representative, at least once per semester and/or at the request of the Administration
3. Any organization wishing to use the public address system to publicize events, should have students follow guidelines set by Media Coordinators.