

# STUDENT LEADERSHIP HANDBOOK

# **ATHERTON STATE HIGH SCHOOL**

This handbook is provided to all student leaders at Atherton State High School. The handbook explains the work of the role and of the student leadership organisation. The Student Handbook is supported by the Staff Student Leadership Handbook.

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Student Leadership Handbook Reviewed - November, 2014.

Leadership is understanding people and involving them to help you do a job. That takes all of the good characteristics, like integrity, dedication of purpose, selflessness, knowledge, skill, implacability, as well as determination not to accept failure.

~Admiral Arleigh A. Burke

# 1. WELCOME

Student Leadership is not a vision it is an obligation.

Congratulations on your choice to engage in student leadership at Atherton SHS. If you are embarking on a new role within the school we hope that you both enjoy and gain from the experience.

The following information in this handbook has been created to give you a better understanding of how student leadership operates at Atherton SHS and what is required of the roles.

Student leadership is a valued tradition at Atherton SHS and we hope that your contribution will continue that tradition of creating a school that is responsive to student needs.

Mr Tony Whybird

Principal - Atherton SHS



"A leader is best when people barely know he exists, not so good when they bow and acclaim him, worse when they despise him. But of a good leader who talks little, when his work is done, his aim fulfilled, they will say 'We did this ourselves'"

Lao Tzu

# 2. CONTEXT

Atherton SHS values and recognises the need for interested students to have the opportunity to develop and apply personal leadership skills, knowledge and positive attitudes through a structure and organised student leadership system. Atherton SHS is the largest high school on the Atherton Tablelands and has approximately 800 students from years 7 to 12. Students are encouraged to take ownership for their school.

# 3. PURPOSE

The purpose of the Student Leadership system is to develop high quality student leaders across the whole school.

# 4. GUIDING PRINCIPLES

All members of the Atherton SHS family are expected to act in accordance with the school Guiding Principles so that every student achieves success by:

- Maximising outcomes for all students
- Working in a culture of excellence
- Provision of efficient and effective service delivery

Fundamental to delivering these principles is our commitment to our school's **Charter of Values** and what they represent:

#### **Responsibility:**

- Our behaviours are everything we say and do.
- We value the right to choose our behaviours and actions.
- There are consequences, both natural and logical to every behaviour and action.
- If we choose a behaviour and /or action we will accept the consequences of that behaviour.

#### **Respect:**

- We will consider and appreciate the emotional, physical and intellectual needs of others and ourselves.
- We will treat all people with respect and dignity.
- We will take care of our environment to ensure longevity.

Our school intrinsically recognises the following rights and responsibilities:

- The rights and responsibilities of all students to learn
- The rights and responsibilities of teachers to teach.

# 5. UNDERLYING THEORY TO STUDENT LEADERSHIP

"Leaders need to use the tools of their own behaviour, systems and symbols to create their culture." Systems Leadership - Creating Positive Behaviours - MacDonald, Burke and Stewart.

**The Work of a Leader -** The work of a leader is to create, maintain and improve a group of people so that they achieve objectives and continue to do so over time.

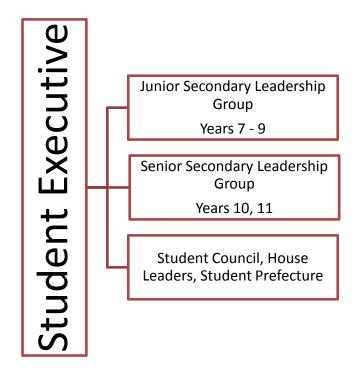
What makes a Good Leader? -Good leadership involves influencing the behaviour of others without the primary use of force, manipulation or power. A leader must have, and be able to articulate, a clear purpose.

**The Purpose of Leadership** - The purpose of leadership is to change behaviour and the leader must create a single, productive culture.

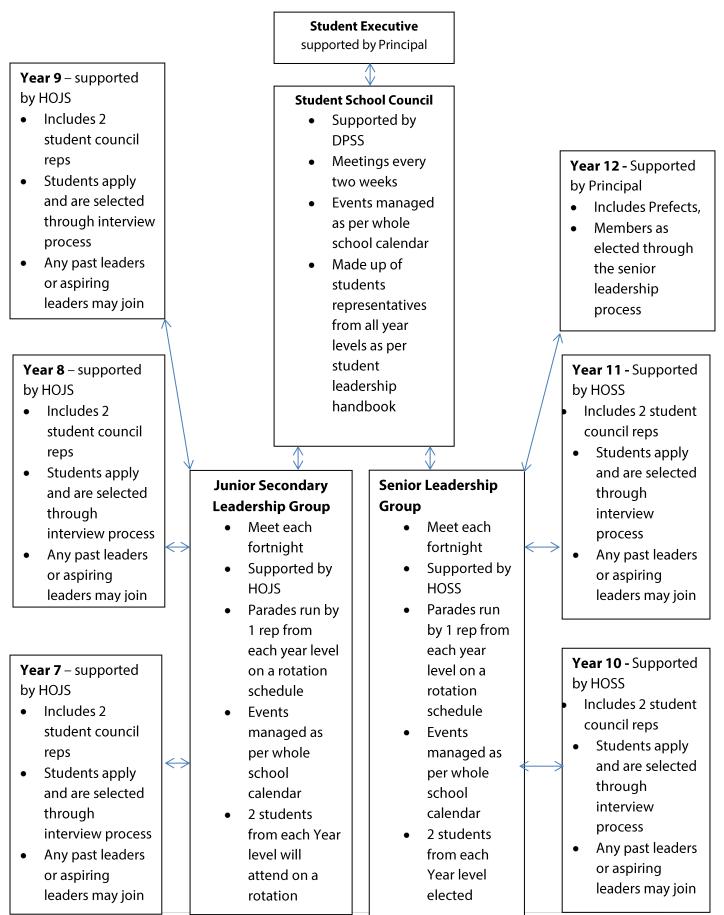
**The Three Tools of Leadership** - The three tools of leadership are: behaviour, systems and symbols.

# 6. STUDENT ORGANISATION STRUCTURE

The following organisational chart provides a visual overview of the structure of student leadership within the school.



# WHOLE SCHOOL STUDENT LEADERSHIP STRUCTURE



# 7. ROLE OF THE STUDENT EXECUTIVE

# Starting at the top of the organisational chart is the Student Executive. The Student Executive provides the nexus of communication and collaboration for the three student leadership groups - the Student Council, Junior Secondary Leadership group and the Senior Leadership group.

The Student Executive is comprised of the School Captains, School vice Captains and Student Council Executive and the Principal.

The Student Executive must ensure that the group is working to an agenda and recording its decisions/discussions. The group has a particular focus on ensuring a balanced approach to the planned and unplanned work that each student group is accountable for. The Student Executive is responsible for developing the student leadership master schedule.

#### Duties

- Represent the school at various school and community functions
- Lead the Full School Parades
- Attend weekly meetings with the Principal
- Model and uphold the school's values to the school community at all times
- Represent the student body with any concerns or issues

#### 8. ROLE OF SCHOOL CAPTAINS

The School Captains are ex officio members of the Student Council and are the liaison between the Senior Leaders and the Student Council. They should keep the Student Council informed of happenings at the Senior Leadership meetings and vice versa. In this way both bodies can work together for the fulfilment of their aims. School Captains have full voting rights, and may attend executive meetings.

#### Duties

- Model team leadership behaviours as School Captains
- Model team membership behaviours as a member of the student executive
- Captains lead the prefect team in partnership with the Deputy Principal Education Services
- Vice Captains lead the House Leaders in partnership with the Sportsmaster (currently the Head of Department Health)
- Represent the School at public events as required
- Promote cohesion and inclusion in the school
- Liaise with, and feedback to the school Management team
- Develop programs which enhance the learning and culture of the school

# 9. ROLE OF THE STUDENT PREFECTURE

The Student Prefecture exists to ensure that all students are able to develop their leadership skills regardless of their appointment to an executive role or student demands. A primary component of the role of prefect is to facilitate a smooth orientation to high school for Year 6 students into Year 7. The Student Prefecture is assigned to a Year 7 classes to assist these

students with adjusting to a new form of educational learning and in making this transition easier for them.

The Student Prefecture will also represent the school at various school and community events.

# Duties

- Model team membership behaviours as a member of the prefect team
- Assist with all Year 6 students into Junior Secondary transition activities and develop a rapport with their assigned Year 7 class (especially during Semester 1)
- Be a mentor to Year 7 students
- Represent the school at public events
- Have two (2) representatives as part of the Student Council

# 10. ROLE OF THE STUDENT COUNCIL

The Student Council represents the views, opinions and beliefs of the student body. Its actions these through considered debate and consultation at fortnightly meetings. Student Council executive members are part of the student executive and are able to provide feedback directly to the Principal in scheduled executive meetings. The student council uses standard protocols established in other democratic institutions in that the executive lead councillors, who represent the various year levels through the school. The student council can have sub committees so that student representation is present for key school committees (such as curriculum, uniform, etc.).

The Student Council regularly organizes and participates in a number of student initiatives within the school and the community such as fundraising and events. As a representative organisation, of key importance is its requirement to report the information about its decisions and actions to the general student Body. These reports may be presented in a number of ways. These include:

- Through representatives reporting back to their year levels on Junior Secondary and Senior School parades.
- Through printed summaries and articles in the school newsletter, notices and community newspaper.
- Through year level forums.
- At full school parades.
- Through social media.

Even though the Student Council is an organization primarily for students, the members should make every attempt to consider the views of all stakeholders of the school community in their debate. Time and a great deal of trouble can be saved if the Student Council attempts to view each activity through the eyes of the parents, teachers, management and the community in general.

Student Council representatives always model professional and inclusive behaviours. They need to keep well informed about what is happening in the school. Representatives must know what is going on around them and adapt their programs to what they have learned

from talking with and listening to others. If you treat the Student Council with respect and give it high priority, then others will too.

The Student Council can call on students from the general study body (are not councillors) to participate in committees and events. It is not necessary that every member of every committee be a student council member.

A successful Student Council is clear about what it is trying to do and achieve on behalf of the student population have definite aims and objectives and everything it does throughout the year works towards the fulfilment of their objectives. The successful Student Council also evaluates its activities, both its successes and failures and alters its plans when necessary. It is adaptable - and alive.

#### Responsibilities

The elected officers of any organization have defined duties. This assures a smoothly run meeting and a fair distribution of responsibility among delegates.

#### **The President**

The President acts as Chair of the Student Council Meetings, and ensures that meetings are orderly. In particular, when decisions are to be made (except on minor matters), a formal motion should be moved and voted on, following the procedures outlined later in this handbook. The president also provides overall leadership of the Student Council assigns tasks to councillors and leads by example.

It is important that the Student Council Executive and the Student Council Advisor (Deputy Principal Student Services) meet prior to the Student Council meeting to formulate the Agenda and allow enough time for this to be circulated to the members. School Captains are welcome to attend.

# Duties

- Follow the agenda items systematically
- Lead the overall direction of the Student Council in partnership with the Deputy Principal Student Services, other members of the executive team and councillors
- Model team leadership behaviours as president of the Student Council
- Model team membership behaviours as a member of the student executive
- Attend School Council meetings as an ex-officio member
- Represent the Student Council and executive at school functions and events.
- Advocate the benefits of the Student Council and be a role model for other members.
- Attend P&C meetings where necessary
- Lead meetings and follow the agenda items systematically:
  - Ensure all motions and amendments are put in clearly understood terms and copied exactly by the Secretary.
- Make sure that speakers address their remarks to the Chair, keep to the point, and keep their remarks to the particular motion.
- Keep communication between yourself and the Student Council Adviser at the highest level.
- Try to ensure that speakers are not interrupted and that private discussions do not take place around the table.

- Make sure that all present understand the issue and are clear about the motion before it is voted on.
- Encourage shy members to participate in debate by asking their opinions and not letting talkative members dominate the debate.
- If it is obvious that most of the members are either for or against the motion, put an end to unnecessary debate by asking someone to put an opposing view across the table then put the motion to the vote.
- Try not to take sides in a debate. If you feel that you wish to debate a motion you may relinquish the Chair to the Vice President and participate in the debate as a regular member.
- The Chair does not vote except in the circumstances of a tied vote.
- Represent the Student Council at school functions.
- Advocate the benefits of the SA and be a role model for other members.
- Attend P&C meetings where necessary.

#### **Vice President**

The Vice President performs the duties of the President in his or her absence, and could well chair part of any meeting as requested by the President. He/she assists the President in the fulfilment of their role.

#### Duties

- Provide feedback and support to the president to lead the overall direction of the Student Council
- Model team leadership behaviours as vice-president of the Student Council
- Model team membership behaviours as a member of the student executive
- Represent the Student Council and executive at school functions and events.
- Advocate the benefits of the Student Council and be a role model for other members.
- Attend P&C meetings where necessary

#### Secretary

A major responsibility is to prepare the Student Council agenda during the executive meeting. This agenda must be given to the various representatives at least one week prior to the Student Council meeting. Another is to clear the Student Council pigeon hole, sort the correspondence and have it ready for the Executive meeting.

#### Duties

- Provide feedback and support to the other Student Council executive members to lead the overall direction of the Student Council
- Model team leadership behaviours as Secretary of the Student Council
- Advocate the benefits of the Student Council and be a role model for other members.
- Make sure all members are aware of the date, time and place of meetings and ensure that the meeting room is ready with the correct equipment and agenda.
- Take accurate notes during the meeting of all essential matters including moved and seconded motions.
- File and keep accurate records of meetings and agendas.
- File and store correspondence.

- The correspondence should be read at the Executive meeting and discussed. The essential information should be summarized for presentation to the Student Council. It is not necessary to read every item to the meeting.
- As soon as possible after the meeting, list all action arising from decisions made and ensures that the appropriate people know what is required of them.
- The Secretary may participate in the discussion but not to the detriment of his or her ability to take accurate notes of the proceedings.
- Make sure that a record is kept of names of members and their attendance at meetings, using an attendance book.
- Prepare notices and correspondence.
- Preparation of the annual report of the group's activity is a shared responsibility of the Secretary and President. This report is prepared for the last meeting of the year and a copy is kept for next year's office bearers.
- Minutes are a historical record and should be kept at school when not in use and stored in One Portal – Student Council.
- Keep a copy of all outward correspondence and file with the appropriate inward letter.
- Send a specimen copy of the signatures of the President, Secretary and Treasurer to the Administration Officer with authorization that any two of these may sign payment authorization forms.

# Treasurer

The Treasurer is responsible for keeping the accounts of the Student Council, and keeping its members informed of receipts and expenditure.

- Take charge of all cash received. Count the money in conjunction with another member of the Executive, and record the amounts in a cash book. This amount is then to be presented to the Administration Officer to be banked in the Student Council account.
- Pick up any accounts that have been received by the Administration Officer, debit to the Student Council, and present these accounts at the next Student Council meeting. If they are passed for payment, then stamp them as such, sign them and return them to the AO, who will pay them. Record these payments in the cash book.
- At each meeting, the Treasurer will present to the Student Council:
  - Balance at last meeting.
  - Receipts since last meeting.
  - Payments since last meeting
  - Current balance.
  - Accounts to be passed for payment.

# **11. ROLE OF THE HOUSE LEADERS**

The House Leaders are also ex officio members of the Student Council. They manage various student run activities within the school under the authority of the Student Council. Their role is to coordinate various activities and report to the Student Council. Some of these activities include academic and sporting competitions during recess times for house points.

During any Sporting Carnivals, House Leaders and Vice House Leaders will assist the Sports Coordinator with the organisation and running of these events.

# Duties

- Model team leadership behaviours as House Leaders
- Model team membership behaviours as a member of the House Leaders Team
- Provide feedback to vice captains and management on sports related issues at Atherton SHS
- Generate involvement in the various student run sports events within the school.
- Coordinate the activities of the various groups.
- Report to Student Council regarding the activities of the committees and request any funds they may need.
- Represent the school at public events.
- Liaise with the Sports Coordinator to assist with organising and running Sporting Carnivals.
- Present reports/updates at Full School Parades.

# 12. ROLE OF JUNIOR SECONDARY LEADERSHIP

The Junior Secondary leadership group consists of students from Years 7 to 9. Whilst we acknowledge the identification of the whole school leaders it is important for Junior Secondary leaders have the opportunity to display their leadership abilities in their own right. This would be possible through participation in the Student Council, running JS parades, presenting on whole school parades and participation in scheduled events both JS specific and whole school.

# Duties

- Involvement in various student run committees within the school.
- Coordinate activities within Junior Secondary
- Represent the school at public events
- Plan and run Junior Secondary parades
- Present Junior Secondary reports at Full School Parades
- Work with feeder primary schools on Orientation activities.

# 13. ROLE OF SENIOR SECONDARY LEADERSHIP

The Senior Secondary leadership group is made up of Year 10 and 11 student leaders. They will work with the Junior Secondary leaders, Student executive and Student Council to develop and deliver projects and events for the benefit of the school and the wider community, while developing their leadership skills through training and experience. The Senior Secondary leadership group will form the basis of the Atherton High School Interact Club which will operate as the Community Service sub-committee of the Student Council. There will be 2 student council representatives each from Year 10 and Year 11.

# Duties

- Represent the School at community events.
- Liaise with community organisations at a local and broader level.
- Develop programs which enhance goodwill and promote involvement in the school and wider community
- Attend Senior Secondary Leadership group meetings on a regular basis

• Attend Student Council meetings and Atherton Rotary Club on a scheduled basis.

# **14. STUDENT LEADERSHIP ROLES**

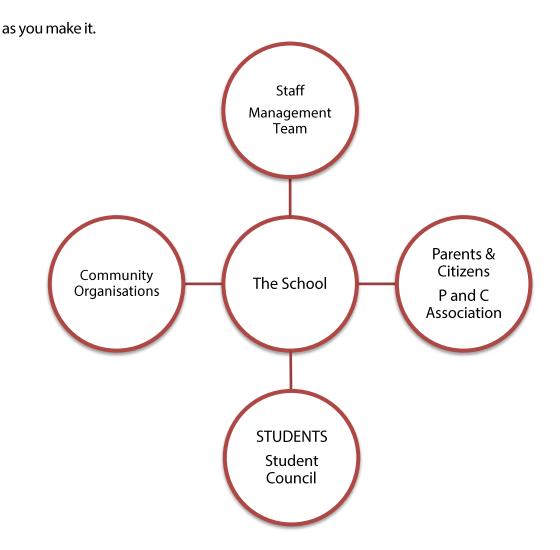
All leaders are expected to meet the requirements of the role as defined in this Student Handbook. If at times a student is struggling with their position or other issues arise the student is expected to have an interview with the Head of Senior or Head of Junior to discuss their concerns. For students, who are not fulfilling their roles that is not attending meetings, not attending school functions without a valid reason; the teacher in charge of that group eg: Student Council; Student Prefecture group, etc. will issue a "Show Cause Notice" to the student in writing. A formal written warning would then be provided to the student.

It would be highly desirable to meet with the student and their parents and discuss concerns and record as a Record of Contact in OneSchool. If further non-compliance of the role continues or the student refuses to attend a meeting to discuss the concerns, then the student will be issued with a cancelation letter from their role. This could also mean that their name is removed from all school correspondence advising of that position.

If a major issue should arise in which disciplinary action is required for a student, then ALL positions are at the discretion of the principal and may be removed at any time.

# **15. THE SCHOOL RELATIONSHIPS**

The School is a relationship between three major stakeholders who are bound together for the common purpose of education. It is in this common purpose that we must communicate, act and respond if we are all to achieve our goals. The Student Council forms an important body for the school as it acts as a focal point for student concerns and gives shape to student's vision of school. Being a representative on the Student Council empowers you to make positive change for everyone at the school and will be as effective



# Structures within the School

The School has within it a number of groups that have been formed to facilitate the achievement of our shared vision. The above diagram aims to visually represent how some of those key groups are organized. Particular focus is given to the Student Council.

#### Leadership Team

The leadership team is comprised of the staff at the school. Its primary focus is the implementation of programs that achieve the educational objectives of the school. This team consists of the school management team and the Heads of Department.

# **Parents and Citizens Association**

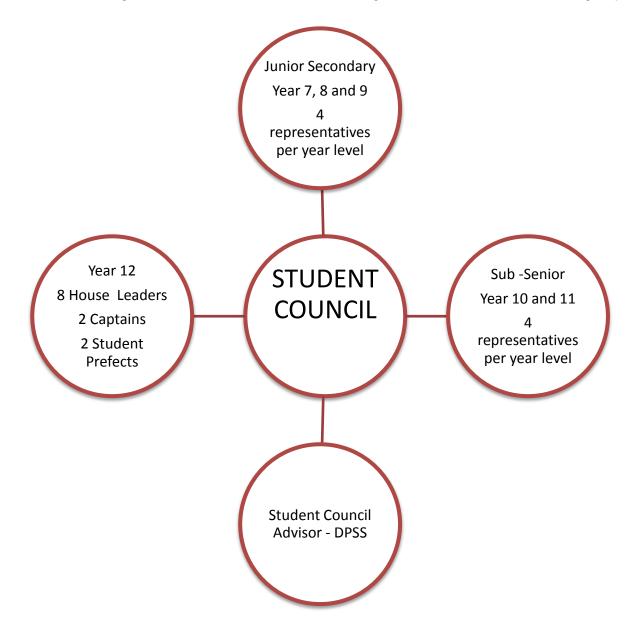
The P&C Association simply put are the community representatives involved in our school. Their purpose involves the enhancement of our school both in raising funds for special projects and giving input to the projects and projects of the school.

#### **Student Council**

Much has been talked about already in this booklet about the role of the Student Council but simply put the role of the Student Council is to enhance the student experience at the school and give feedback regarding the various directions in the school.

### **16. STUDENT COUNCIL STRUCTURE**

The Student Council takes no formal decision making role but acts as an advisory to the Principal in matters relating to the school. The Student Council is the nexus for the various decision making bodies within the school. The first diagram shows the structure of this group.



# **Operation of the Student Council**

#### **Meeting Procedures**

This may seem complicated, but it really isn't, and you will find the knowledge of meeting procedures will be a very useful skill for the remainder of your life.

The meeting procedure is simply a set of rules for everyone to follow and means that meetings can be conducted in a fair manner. However, like any set of rules, a person who knows them

can use them to the disadvantage of someone who doesn't. A responsible member will help others who do not understand what is going on.

#### **Rules of Debate**

To move a motion, a member must receive recognition from the chair and then move the motion. Once this has been seconded the mover speaks to the motion. Speakers for and against then follow in turn. If the Chairman wishes to take part in the debate he/she should vacate the chair in favour of the Vice President before taking an active part, and should not resume the chair until the question has been decided. The final speaker on any motion is the mover. When he/she speaks the second time he/she is exercising the right of reply. This automatically closes the debate, and the motion must then be put. The motion will be carried by a simple majority.

#### Motions

There are two types of motions:

- A main or principal motion which introduces a proposition or idea
- Secondary motions which amend or affect the main motion

Any amendment must be voted on before the motion. If the amendment is passed, it becomes the motion, and is then voted on.

#### Voting

This may be verbal or a show of hands. Only those members present at the meeting may vote, although observers may be invited to take part in the debate.

#### Agenda

The Agenda should be distributed before the meeting. It serves as a road map of the meeting, giving members direction and an outline of the decisions which need to be reached. Meetings should never just happen and nor should they wander aimlessly, wasting the members time and causing frustration.

To prepare an agenda:

- 1. Review the last meeting to see which items need more discussion and follow up;
- 2. Make tentative judgments about the importance of various items and deal with urgent, difficult items near the beginning, but after the group has warmed up a little.
- 3. Estimate the time needed for discussion and put it on the agenda.
- 4. Be realistic about what you can cover in the time.
- 5. Check with members to see if they have any items to be discussed and note their names next to the items. Agenda items close one week prior to the meeting.
- 6. It is important to keep track of time it is far better to hold decisions over until the next meeting to allow people time to discuss the issue then to make rushed decisions don't let meetings run over time.

7. Hand a copy of the agenda to the SA Advisor at least two days before the meeting.

#### Sample Agenda

- Welcome and opening of meeting.
- Attendance Book circulated, apologies proclaimed.
- Minutes (circulated prior to meeting and read by members)
  - Motion: "That the minutes be accepted as a true and accurate record."
  - Business arising from minutes.
- Correspondence (read by Secretary or circulated if unimportant)
  - Motion "That inwards be accepted and that outwards be endorsed."
  - Business arising from correspondence.
- Treasurer's Report.
  - Motion "That the report be accepted and accounts be passed for payment."
- School Captain's Report.
- General Business.
- Closure
- Date and Time of next meeting.

An agenda, when written with appropriate spaces, and distribute prior to the meeting will allow members to take note on the meeting and file them for reference at the next meeting. Each member should keep a file of the meeting's agenda and minutes.

#### My Job at the Meeting

Remember that the meeting is a cooperative exercise. Some points to remember:

- Did I remind others of the meeting when I saw them?
- Was I prepared for the meeting?
- Did I read the minutes from the last meeting?
- Did I do any jobs that I was required to do?
- Have I listened and talked to my year level about the issues?
- Did l arrive on time?
- Did I listen effectively during the meeting by making notes for my year level, asking questions if I didn't understand, showed interest and enthusiasm and valued the thoughts of others?
- Did I contribute to the meeting or was I distractive?
- Did I offer help?
- Did I rush off at the end of the meeting without talking to the other reps?

# **17. THE STUDENT COUNCIL CONSTITUTION**

Aim

# The Student Council aims to encourage and empower students to work together to provide a school atmosphere that is conducive to reaching the learning potential of all students.

### Vision

The Student Council vision is that all students whatever their abilities will be able to learn in a sensitive and cooperative environment where the needs of the individual and the group are met.

#### Mission

The Student Council will gather on formal and informal occasions to create a dialogue based around the educational environment they are immersed. The Student Council will communicate the ideas and ambitions of those they represent to the wider school community. The Student Council will initiate programs of change which enhance the learning environment of the school.

#### Purpose

The Student Council is formed as the best representatives of the student body able to articulate change and express the ideas and values of their group.

# Guiding Principles

The Student Council will maintain the core values of the school and integrate these within any decision or action they take on behalf of the student body they represent.

#### Composition of the Student Council

There are to be representatives from all year levels within the school based on the following formula:

- Year 7 4 representatives
- Year 8 4 representatives
- Year 9 4 representatives
- Year 10 4 representatives
- Year 11 4 representatives
- Year 12 representatives derived from School Captains, 2 Student Prefecture, 8 House Leaders.

Staff 1 – Deputy Principal - Student Services

The Executive of the Student Council comprises:

- The Student Council Executive who are elected during the Leadership Process and the Secretary and Treasurer who can elected at the first meeting of the School Year from the representatives elected to the Student Council.
- Student Council Advisor Deputy Principal Student Services

#### Student Council Advisor

The Student Council Advisor is appointed by the Principal and is required to ensure that:

- Each Executive member is trained for their job.
- The Student Advisor is aware of school policy when necessary.
- Staff are kept aware of Student Council actions and decisions.
- Meetings follow correct procedure.

Because of the direct involvement with the Student Council, the Student Council Advisor is the only staff member with the right to move a motion at a Student Council meeting. The successful Student Council Advisor is one who when their training duties are complete they offer little intervention of the Student Council.

#### Election of the Student Council

All positions are for one school year, after which, if eligible a member may stand for re-election.

Students are nominated by year level members for the positions.

Formal elections are held by each year level to elect representatives.

#### Expenditure

Any payments must be made through the school Administration Officer (AO). Signatures of the President, Vice President, Secretary and Treasurer must be immediately registered with the AO, and any two of these, including the Treasurer, must sign and stamp any accounts passed for payment.

#### Resignations and Dismissal

A student representative wishing to resign from their position must submit a formal letter of resignation to the Council. Elections, as previously described, must occur for that position.

The Student Council has the power to dismiss a representative or withdraw an executive position, by a 2/3 majority vote, should that member be unsuitable. Elections for that position should then follow.

#### Voting

The President/Chairman will not vote, except in the case of a tied vote. Any student council member may abstain from voting. Only members present may vote.

#### Authority

The Student Council will have the authority to request or suggest:

- Improvements to maximize learning by students.
- Changes to school rules.
- Improvements to school facilities.
- Changes to be made to matters affecting students adversely.
- Fund raising activities.
- The establishment of student committees.

However the students accept that its requests are not binding on the Principal or Staff.

#### Disciplinary Powers

The Student Council members, as such, will have no disciplinary powers over students, and its members are at all times under the authority of the Principal and his/her representative in the form of the Student Council Advisor.

#### Absence from Meetings

Any Student Council member intending to be absent from a meeting must tender an apology to the Secretary before the meeting, otherwise the member is considered absent without leave (A.W.O.L.)

After being A.W.O.L. three times in the year, or any two successive occasions, the member will be asked, through a letter, asking the member to show cause why they should not be dismissed from the Student Council. If no response is received by a Student Council Executive within two weeks of the sending of the letter the member is automatically dismissed from the Student Council and a letter will be sent by the Secretary stating this.

The Year nominee with the next highest votes will then be given the opportunity to take on the vacated position. Should the nominee decline, the process will continue until the position is filled or the nominee list is exhausted. When there is no such person the Student Council may decide to leave the position vacant. However if a member of the Student Council knows of a suitable replacement they may put this person's name forward for election. The Student Council will then have a ballot. The nominee will be declared elected provided 2/3 of the votes present are favourable.

#### Quorum

A quorum for the Student Council will be twice the Executive, the Student Council Advisor plus one.

A quorum for the Executive will be the Executive Officers, one Captain plus the Student Council Advisor.

#### Changes to the Constitution

The constitution may only be changed at a specially convened meeting of the Student Council. A notice of motion concerning such a change must be proposed at a prior meeting. A 90% majority vote in favour is needed for such a motion to succeed.

#### **18.ACTIVITIES OF THE STUDENT COUNCIL**

There are a range of activities that the Student Council has and continues to be a major part of. The following ideas are some but are not limiting in any way in what the Student Council can do. In fact a well-run senior committee would involve many students from the grades below. This structure does not stop you or your fellow students from forming a committee of your own for a defined purpose and you should also be encouraged to participate in the main committees.

#### Cultural Committee

The people involved in the Cultural Committee are primarily involved in developing activities that enrich the lives of the students at school through the arts and other activities. Such things as musical productions, Drama performances, Forums, Debates, Art Exhibitions, Displays & Guest Speakers to name but a few ideas.

#### Community Service Committee

The Community Service Committee is involved in participating in activities that link our school to the greater community that we live in. Activities such as Clean Up Australia Day, Australia Day March, ANZAC Day Ceremony, Council, Public Forums and Community Workshops.

#### Interact Committee

The Interact Committee is involved with the many requests our school receives for assistance with fundraising for charity organizations and for raising money for student based requirements within the school and community. They often have to be selective with what they choose to do as there is such a great need for finances in the community.

#### Social Committee

The Social Committee runs the student socials which occur once each term. They decide the format, theme, security and cost of the social. They further run the canteen which provides the food and drinks for the evening.

#### Magazine Committee

The Magazine Committee creates the historical record of the school each year through a magazine that is available for purchase at the end of each year. Students involved in this group are often multi-talented as they are required to many tasks which make up the production of this publication.