

Balwyn High School Student Representative Council Constitution

1 Name:

- 1.1 The name of the body is Balwyn High School Student Representative Council.
- 1.2 The name of this body may be abbreviated to the SRC.

2 Aims:

- 2.1 To formalise and act upon the ideas and opinions of students, in order to improve their overall experience of school.
- 2.2 To be a council run primarily by students, acting in the interest of all students at Balwyn High School.
- 2.3 To provide greater connection between students and staff.
- 2.4 To increase student awareness of what is happening at BHS and promote opportunities.
- 2.5 To work with the school's other leaders and groups (e.g. School captains, Interact).
- 2.6 To help the school connect with the local community and other schools.
- 2.7 To act as role models for the rest of the school.
- 2.8 To emphasise the current pillar of learning in each term's events and initiatives.

3 Composition of the SRC:

- 3.1 Six SRC members shall be elected from each year level 7-11.
- 3.2 The School Captains and Vice Captains become co-opted members of the SRC and must attend meetings.
- 3.3 Two out of the six elected SRC members from year 9 shall sit on the SRC Executive.
- 3.4 From year 12, a total of eight representatives shall be elected to the SRC to form the majority of the executive.
- 3.5 Year 12 positions are: SRC President, SRC Vice President and six subcommittee heads.
- 3.6 The Treasurer and Secretary are elected by vote of the executive out of the subcommittee heads prior to the first general meeting; this is held as an additional portfolio.
- 3.7 Subcommittee heads are elected by vote of the executive prior to the first general meeting.
- 3.8 The election process shall consist of a written application, followed by a policy speech at year level assembly and an interview with the leadership selection panel.
- 3.9 ALP1 and ALP2 students can nominate themselves to be a year 11 member of the SRC, and shall be informed of this opportunity and elected in the same process as the other year 11 students.
- 3.10 The SRC President holds a position on school council, with voting rights.
- 3.11 One member from every year level sits on each of the subcommittees.
- 3.12 One position at year 11 is to be reserved for an international student.

4 The Role of the SRC Representative:

- 4.1 Should an SRC member miss three consecutive meetings without legitimate excuse, their position will be under review by the executive. If terminated, the position will go to another student in the same year that missed out at either the interview or speech stage of the election process.
- 4.2 To represent the views of their peers and actively encourage student voice.

- 4.3 To act as a role model to the rest of the school community.
- 4.4 All SRC members are expected to attend every meeting with their planner and a copy of the agenda.
- 4.5 To contribute to the work of their subcommittee

5 The Role of the SRC Executive:

- 5.1 The SRC President is responsible for the interpretation of the SRC Constitution and can veto a decision made by the SRC if it is inconsistent with the Constitution.
- 5.2 To make the SRC meeting agenda available online by the day before a scheduled SRC meeting.
- 5.3 To act as leaders within the SRC in the running of activities and accomplishing goals.

6 Meeting Procedure for SRC General Meetings:

- 6.1 SRC Meetings shall be held weekly at a predetermined lunch time. This allows for the change of meeting time from the usual Wednesday lunchtime to accommodate for events.
- 6.2 Quorum stands at half the SRC, plus one (20). When the year 12 executive have entered SWOTVAC and exams, this is half the remaining members, plus one (16).
- 6.3 The AGM serves to evaluate the work of the previous year and welcome in the new executive.
- 6.4 The SRC President and Vice President co-chair SRC meetings.
- 6.5 The SRC secretary takes the minutes each meeting. If unable to do so, they nominate another member of the executive to do so.
- 6.6 The SRC Annual General Meeting (AGM) is to be held following Presentation Night, before the official end of school each year.
- 6.7 If an SRC member is unable to attend a meeting, they should send their apologies to the SRC Secretary at least 24 hours beforehand.
- 6.8 Any member of the school is welcome to attend the meeting or submit an agenda item.

7 Meeting Procedure for SRC Executive :

- 7.1 SRC Executive is to meet weekly, one or two days prior to the whole SRC meeting.
- 7.2 The SRC secretary is to take minutes for the meeting.

8 Subcommittees:

- 8.1 Subcommittees shall be:
 - 8.1.1 Student Connectedness and Wellbeing
 - 8.1.2 Physical Environment
 - 8.1.3 Curriculum and Pedagogy
 - 8.1.4 Publicity (Newsletter)
 - 8.1.5 Events
 - 8.1.6 Liaison with Groups
- 8.2 Subcommittees shall keep in contact via email and half of SRC general meetings shall be set aside for subcommittee work as needed.

9 Budget:

- 9.1 The SRC Treasurer is to manage the SRC bank account and oversee the collection of money and floats at SRC events.
- 9.2 The fund may be used to support other school programs, such as World Team Challenge.
- 9.3 Any decision to spend significantly large amounts of SRC funds should be put through a vote at a general meeting. All other spending should be approved by the executive.

10 Alteration of Constitution:

- 10.1 Any alteration of the constitution needs to be voted for by a two-thirds majority at a general meeting.
- 10.2 The specific wording of the change may be decided by the executive.