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| **Bylaws** | | |
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| July 2020 | | |
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| ARTICLE I | | |  | NAME/EMBLEM |
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| SECTION 1 |  | The name of this career technical student organization shall be the (Your School) High School Florida Public Service Association also known here as the chapter. | | |
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| SECTION 2 |  | The organization shall have an emblem, which shall be in the following form: | | |
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| ARTICLE II |  | OBJECTIVES OF THE CHAPTER |
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| SECTION 1 |  | The chapter shall cooperate with national and state government agencies and officials for technical and career education in accomplishing the following objectives: |
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|  | A. | To be an integral part of the organized instructional programs in public service education that prepares students for a wide range of careers in public service occupations per Department of Education’s Law, Public Safety & Security and Government & Public Administration Career Clusters. |
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|  | B. | To strengthen the confidence of students in themselves and in their work by developing desirable work habits and the effective usage of their time; by learning to assume responsibility; and by developing competencies in communications, human relations, and other social abilities leading to the intelligent choice of a career and successful employment or entrepreneurship in the public service industry. |
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|  | C. | To provide public service-related programs and activities which will develop pride, responsibility, leadership, character, scholarship, citizenship, patriotism, and thrift; and which will improve the economic, environmental, recreational, and human resources of the community. |
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|  | D. | To encourage and recognize achievement in supervised public service experience programs, scholarship, leadership, and other individual and group activities by providing awards to deserving members and chapters. |
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| SECTION 2 |  | Promote inter-organizational relationships with professional groups, business, industries, and other career technical student chapters. |
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| SECTION 3 |  | Promote involvement in current public issues, environmental concerns, and survival needs of the community, the nation, and the world. |
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| SECTION 4 |  | Promote greater understanding between youth and adults. |

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| ARTICLE III |  | MEMBERSHIP |
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|  |  | For a chapter to operate effectively, each member must take an active part. The success or failure of chapter activities and programs rests with the membership. Each member is charged with the responsibility of upholding the ideals and principles of the organization as well as participating in all chapter activities. |
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| SECTION 1 |  | Membership in the Chapter shall be open to persons regardless of age, race, sex, and color, national origin or religious beliefs. |
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| SECTION 3 |  | Classes of Membership |
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|  | A. | Active Membership - To be eligible for active membership in the chapter, a student must be enrolled in the (Name of your program). |
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|  | B. | Revoking Membership – The advisor reserves the right to deny or revoke membership with a 2/3rd’s vote of the chapter officers. |

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| ARTICLE IV |  | FINANCES |
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| SECTION 1 |  | The fiscal year of the Chapter shall be July 1 through June 30. |
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| SECTION 2 |  | The finances will comply with the policies and rules of (Your School) High School and the School District of (Your School) County. |

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| ARTICLE V |  | CHAPTER OFFICERS |
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| SECTION 1 |  | The Chapter Officers shall be President, Vice President, Secretary, Historian, Parliamentarian, Sergeant-at-Arms, and Chaplin. Any active member is eligible to seek election as a State Officer. |
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| SECTION 2 |  | Candidates shall be eligible for office if they meet the following criteria: |
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|  | A. | Active member~~s~~ of the chapter. |
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|  | D. | Have an overall cumulative un-weighted 2.5 GPA and a 3.0 GPA in the criminal justice program for the last grading period prior to running for office. |
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| SECTION5 |  | The term of office for State Officers shall begin immediately after the election. |
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| SECTION 6 |  | Duties and Responsibilities of the Chapter Officers: |
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|  | A. | President - It shall be the duty of the president to preside over the chapter meetings. The president shall appoint all student committees and may serve as an ex-officio member of these committees. |
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|  | B. | Vice President - Should the office of president become vacant, the vice-president shall assume the duties of the president. |
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|  | C. | Secretary - It shall be the duty of the secretary to prepare and post the agenda for each meeting. At each chapter meeting he/she will present the Minutes of the prior meeting. The Secretary will also be responsible for all correspondence and keeping a record of attendance. |
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|  | D. | Historian - It shall be the duty of the historian to research, develop and maintain a scrapbook of memorabilia in which to record the organization's history. The historian shall serve as the chapter photographer at all meetings, regional leadership workshops, and the state conference. |
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|  | E. | Parliamentarian - It shall be the duty of the parliamentarian to be proficient with parliamentary procedures, rule on all questions of parliamentary conduct at meetings, and at the state conference. |
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|  | F. | Sergeant-at-Arms- It shall be the duty of the Sergeant-at-Arms to assist the president in maintaining order at all meetings, welcoming guests and visitors to meetings, and assist with the candidates during campaigning, speeches, and the election of officers for the next year. |
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|  | G. | Chaplain (optional) – It shall be the duty of the Chaplain is to open all meetings of the Association with an invocation and close every meeting with a benediction. The Chaplain will bring to the board any member requests or needs, i.e., a member of the association is ill. The Chaplain will give counsel when needed and assure that every person in the association feels accepted and cared for as a member. The Chaplain will perform other functions assigned by the president. |
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| SECTION 7 |  | Vacancies |
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|  | A. | A vacancy in the office of the President shall be filled by the Vice-President. |
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|  | B. | A vacancy in a Chapter Office other than the President shall be filled by appointment made by the President and approved by the chapter advisor. The member appointed shall meet the same criteria as candidates who ran for election to a Chapter Office. |
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| SECTION 8 |  | Duties |
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|  |  | The duties of the Chapter Board are to: |
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|  | A. | Preside over all chapter meetings and events. |
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|  | B. | Provide training for chapter members |
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|  | C. | Review and suggest changes to the bylaws. A 2/3 majority of the members present are needed for adoption. |
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| ARTICLE VI |  | MEETINGS |
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| SECTION 1 | A. | The (Your School) High School Florida Public Service Association will meet at least once a month. The president can call other meetings as necessary with the approval of the chapter advisor |
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|  | B. | A majority of the members present shall constitute a quorum. |
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|  | C. | The secretary will provide minutes of the meeting for submission to the membership and approval. |
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|  | D. | Chapter attire will coincide with school dress code. |
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