

PURPOSE

The purpose of the Catholic Student Senate is to provide a forum for direction and communication with all the Board's students while reaffirming the teachings of Christ.

Article I – Name

- 1.1 The name of this organization shall be the Catholic District School Board of Eastern Ontario Catholic Student Senate, herein referred to as the 'Catholic Student Senate'.

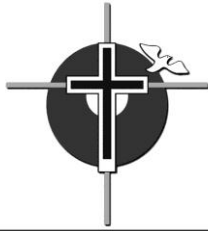
Article II – Objectives

- 2.1 To assist the Catholic Student Trustee of the Board in determining student issues, gathering student opinions and communications with students;
- 2.2 To provide a means for Catholic Student Senators to gain leadership, experience and training;
- 2.3 To promote and enhance the distinctiveness of all Catholic District School Board of Eastern Ontario students while remaining an entity that upholds the concepts and values of the Catholic Church.
- 2.4 The Catholic Student Senate shall be a non-profit organization.

Article III – The Catholic Student Senate

Eligibility

- 3.1 A member of the Catholic Student Senate shall be a secondary school student (grade 9 and higher) who is enrolled as a full-time student in a Catholic secondary school within the jurisdiction of the Catholic District School Board of Eastern Ontario when nominated, elected and for the duration of his/her term of office.
- 3.2 The majority of the members of the Catholic Student Senate shall be Catholic.



Composition

- 3.3 The Catholic Student Senate will consist of two (2) secondary school student representatives (grade 9 and higher, one of whom must be Catholic), from each Catholic secondary school in the Board. One (1) member shall be a member of his/her respective Catholic Secondary School Student Council (as elected by the student body) and the other may be an alternating non-student council member.

Fundraising

- 3.4 In the event of fundraising, the Secretary/Treasurer will be responsible to maintain accurate records of all such fiscal matters as outlined under “Duties of the Secretary/Treasurer” section.
- 3.5 The fiscal year of the Catholic Student Senate shall be from September 1st, to June 30th of the following year. All members are expected to serve the entire term.

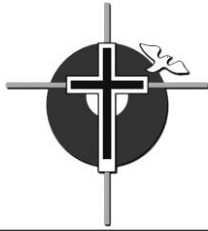
Article IV – The Catholic Student Senate Cabinet

Composition

- 4.1 The Catholic Student Senate Cabinet will be chaired by the Catholic Student Trustee. The Catholic Student Senators will elect, from their membership, a Vice-Chair and a Secretary/Treasurer. Each Catholic Secondary School will cast one vote through their representative Catholic Student Senators.

Nominations

- 4.2 The outgoing Catholic Student Trustee shall oversee the nomination process as the Chief Electoral Officer.
- 4.3 Nominations for office shall take place on Election Day at the conference.
- 4.4 Absentee Student Senators wishing to run for a position on the Cabinet shall notify the outgoing Catholic Student Trustee on the Board prior to the conference.



- 4.5 The Chief Electoral Officer shall open the floor to nominations. At this time, one (1) member of the Catholic Student Senate shall nominate a candidate. Nominations shall be seconded in order for such a nomination to stand.
- 4.6 The Chief Electoral Officer shall then close the floor to nominations. At this time, the nominated candidates shall accept or decline his/her nomination.

Speeches

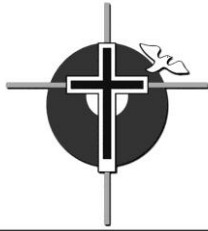
- 4.7 All nominated candidates shall make a speech of three to five (3-5) minutes in length.
- 4.8 Speeches for absentee candidates shall be submitted beforehand and shall be read by the nominator.
- 4.9 Props, music and all types of theatrics shall not be used. The candidate shall be the sole person addressing the electorate.

Elections

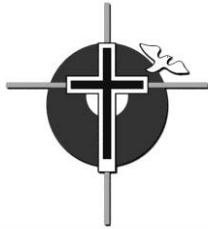
- 4.10 The election of the Student Senate Cabinet shall normally occur in May or June.
- 4.11 The elections shall be by secret ballot.
- 4.12 Only incoming Student Senators shall be permitted to vote.
- 4.13 Each Catholic Secondary School shall cast only one (1) block vote through their respective Student Senators.
- 4.14 The elected candidate shall receive more votes than any other candidate, but not necessarily a majority of the votes in order to win the election.
- 4.15 A Student Senator shall hold one (1) position within the cabinet.
- 4.16 The names of the newly-elected Cabinet members shall be presented to the Student Senate on the same day as the elections.

Article VI – Catholic Student Senate Meetings

- 6.1 The Board Supervisory Officer and the Catholic Student Trustee must be present at all meetings.
- 6.2 The Chair of all meetings of the Catholic Student Senate shall be the Student Trustee.



- 6.3 The Student Senate shall generally meet at least four (4) times per school year.
- 6.4 Only one (1) person may speak at a time. The Chair shall direct the speakers' list.
- 6.5 Only subjects relating to the Catholic Student Senate are to be discussed within the meeting.
- 6.6 Decisions will generally be achieved through consensus.
- 6.7 In the event that a vote is required, each Student Senator shall be entitled to one (1) vote following the same procedure as outlined in Article V(1)(d) above.
- 6.8 The Chair shall not vote unless it is to cast the deciding vote in the event of a tie.
- 6.9 Only the Student Senators elected/appointed from their Catholic Secondary Schools shall have the eligibility to vote. Alternates may be sent to attend meetings, however, they will not be entitled to vote.
- 6.10 The Secretary or his/her designate shall endeavour to distribute the agenda for all Catholic Student Senate meetings one (1) week in advance. Items for the agenda shall be submitted to the Chair and to the Supervisory Officer two (2) weeks prior to the meeting.
- 6.11 A majority vote of the Catholic Student Senate shall determine all matters except constitutional amendments, which shall require at least a two-thirds of the Student Senate members present voting in favour.
- 6.12 There shall be formal minutes kept by the Secretary of all Catholic Student Senate meetings and these shall be made available to all members of Catholic Student Senate within two (2) weeks of the meeting and to members of the public upon request.
- 6.13 Meetings shall generally proceed in the following format:
 - i) Prayer
 - ii) Roll Call/Attendance
 - iii) Approval of the minutes of previous meeting
 - iv) Approval of the agenda
 - v) Presentations
 - vi) Business arising from the previous meeting
 - vii) Report from the Student Trustee on the Board
 - viii) New Business
 - ix) Adjournment
 - x) Closing Prayer



Article VII – Duties of the Members of the Catholic Student Senate Cabinet

The Chair

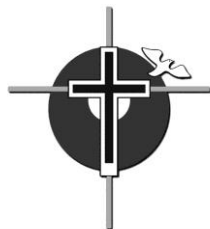
- 7.1 The Chair of all Catholic Student Senate Cabinet shall be the Student Trustee.
- 7.2 Shall act as the chair, or shall appoint a Chair for all meetings of the Catholic Student Senate.
- 7.3. Shall sit on the Catholic District School Board of Eastern Ontario Board of Trustees and fulfill all responsibilities forthcoming with this position as outlined in the Catholic Student Trustees' Policy and Procedure.
- 7.4. Shall report all Board matters pertinent to students at the Catholic Student Senate meeting and shall report concerns of the Student Senate to the Board.
- 7.5. Shall be the official representative of the Catholic Student Senate.
- 7.6 Shall serve as a member of the English Catholic Board Council within the Ontario Student Trustees' Association/Association des élèves conseillers et conseillères de l'Ontario (OSTA-AECO),

The Vice-Chair

- 7.7 Shall carry out the duties of the Chair, within the Catholic Student Senate, in the absence of the Chair and shall assume this position if the Chair should cease to be eligible or unable to fulfill his/her mandate.
- 7.8 Shall assist the Chair in his/her duties when called upon to do so.

The Secretary/Treasurer

- 7.9 Shall keep an accurate record of the minutes of all meetings of the Catholic Student Senate and shall make available the minutes to the public upon request;
- 7.10 Shall keep an accurate record of fiscal transactions pertaining to the Catholic Student Senate and present a budget update at the Catholic Student Senate meetings;
- 7.11 Shall take attendance at Catholic Student Senate meetings;
- 7.12 Shall ensure that all Catholic Student Senators are notified of all upcoming meetings;



- 7.13 Shall organize and maintain a hard-copy collection of all relevant Catholic Student Senate correspondence received and sent;
- 7.14 Shall keep an up-to-date contact list with regards to the Catholic Student Senate including but not limited to a preferred phone number, fax number and e-mail address;

Article VIII – Suspension and Removal from Office

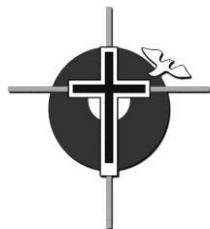
- 8.1 A member of Catholic Student Senate shall be removed if he/she is no longer attending a secondary school within the Catholic District School Board of Eastern Ontario.
- 8.2 A member of Catholic Student Senate may be removed at the request of his/her Principal following any breach of school policy and/or code of behaviour.
- 8.3 A member of Student Senate may be removed at the discretion of the Principal if he/she fails to maintain an average that indicates he/she is striving for his/her academic best.
- 8.4 Upon removal, the Catholic Student Senate shall fill the vacant position following a procedure to be determined by the Catholic Student Senate.
- 8.5 A member of the Catholic Student Senate may be removed at the discretion of the Chair if he/she is absent for two (2) consecutive meetings.

Article IX – Historical Records

- 9.1 Minutes of all Catholic Student Senate meetings are considered historical records and shall be maintained by the Secretary.
- 9.2 Historical records shall be kept for a period of seven (7) years and are to be stored at the Catholic District School Board of Eastern Ontario's Board Office under the supervision of the Executive Assistant to the Director of Education.

Article X – Authority of the Constitution

- 10.1 No clause or section of this constitution may be intended as an infringement or abridgement of the powers and duties delegated to the Catholic Student Senate as set forth by the Catholic District School Board of Eastern Ontario.



Article XI – Amendments to the Constitution

- 11.1 Any proposed changes to the Constitution of the Catholic Student Senate shall be made at a meeting where notice of motion has been given of the proposed change.
- 11.2 Any proposed changes in the Constitution of the Catholic Student Senate shall be fully discussed.
- 11.3 The proposed amendment shall be approved by at least a two-thirds majority of a meeting of the Catholic Student Senate.