

CONSTITUTION

Article 1: Name

The name of this organization is the Innovations Club.

Article 2: Purpose

The purpose of the club is for the group to work as a team in order to solve real-world problems. Students will use their STEM skills in order to solve such problems effectively, creatively, affordably, and most importantly, efficiently. Not only will this club help students to be creative, innovative, and team-oriented, but it will also allow them to get recognition for any solutions they create.

Article 3: Membership

Section 1: Eligibility

Anybody who is determined to make a difference in the world is eligible to join this club. It is not required that a member must be extremely knowledgeable in the STEM fields. However, a member must be willing to research any additional information if they have no prior knowledge about a particular project that is being done. Membership in this club is not limited to just students. Anyone from the school can be a part of this club, including faculty and staff, so long as they can contribute positively to the project that is being made.

Section 2: Selection

There is no specific criteria that needs to be met for members to join. As stated before, any member who has the desire to make a difference is welcome to join the club, regardless of their level of knowledge in any STEM field.

Section 3: Classes

There are no separate classes in this club, as all members will be working together on a project.

Section 4: Revocation of Membership

Generally, members in the club will be allowed to remain in the club. However, by discretion of the club leaders, revocation of membership is an option, but only in extreme circumstances. Members may lose their membership status if they do not do the work that is asked of them and/or become a distraction to the group. In addition, if a member consistently fails to attend meetings or to meet their responsibilities in the club, the club leaders will decide by majority vote whether or not to terminate the member. All leadership decisions are final.

Article 4: Offices

Section 1: Officer Responsibilities

President: The President of the club presides over meetings and oversees the overall administration of club business and activities. He/she plans and schedules meetings, delegates responsibilities to club members as needed, and provides input on club policies and procedures. When necessary, the President communicates with faculty or staff members to assist with the business of the club.

Vice President: The Vice President of the club assists the President as needed, and manages club business in the absence of the President. The Vice President accepts responsibilities as delegated by the President and enforces club policies.

Secretary: The Secretary of the club attends and records the details of every meeting that takes place. He/she must also record the minutes of all meetings and work with the president to prepare, publish and distribute meeting agendas. The Secretary also works with other officers to help organize meetings and record attendance.

Treasurer: The Treasurer of the club maintains a detailed account of all money received or spent for the club. Upon request by the President or faculty/staff members, the Treasurer will present a report outlining the current financial standing of the club. The Treasurer is in charge of signing all financial documents, including requests, withdrawals, purchases, and transfer of funds.

Section 2: Term of Office

The term of office for the President and Vice President of the club is until the time of their graduation. The term of office for Secretary and Treasurer is one academic year.

Section 3: Nominations and Elections

The President and Vice President of the club will choose their successors at the final meeting of the club in the year they are graduating. The positions of Secretary and Treasurer are subject to election at the beginning of each academic year.

Eligibility: Candidates interested in running for an officer position must currently attend Nashua High School South. They must also express interest for the club and/or fields which are studied in the club, such as science or engineering. The President will have the final say in whether or not a member is eligible to run.

Nomination Procedures: Any member may nominate themselves to run for either Secretary or Treasurer. However, if the majority of club members nominate themselves for a position, the top nominees will be selected by the current officers. There can only be up to three people running for each open position. Officer decisions are final and non-negotiable.

Election Procedures: Elections will be conducted for Secretary and Treasurer based on the nominees. Each nominee will need to convince the members and officers of the club, in the form of a speech, as to why they believe they are fit to be an officer. Then, a secret ballot will take place during a meeting to decide the winner of the election. The candidate with the greatest number of votes is the winner. The President and Vice President of the club reserve the right to deny an elected officer his/her position if they feel the officer will not serve the best interests of the club.

Section 4: Vacancies

In the case of a vacancy for an officer position, whether it is due to resignation, removal, or any other circumstance, the following procedures will be used.

Resignations: If an incumbent officer wishes to resign from his/her position, he/she must notify the highest ranking officer currently in office via a written message. In most cases, the highest ranking officer will be the President. The

written message should include a reason as to why the officer would like to resign. The other incumbent officers will review the resignation statement and accept the resignation. By resigning from his/her position, the officer forfeits all privileges and responsibilities associated with being an officer in the club.

Removal: An incumbent officer may be removed from his/her position if he/she consistently violates club rules or the spirit of the club. Examples of unacceptable offenses by officers includes failing to show interest in the club, repeatedly skipping club meetings, and using his/her power as an officer to threaten or bribe a club member. Ultimate authority on what is considered an impeachable offense lies at the discretion of the President and Vice President of the club. Should an officer be recommended for removal by the President or the Vice President, a meeting will be held in that week with all club members to vote on the removal of the officer. The impeached officer may not vote in this referendum. If a 2/3 majority votes in favor of removal, the officer will be immediately removed from office, and a special election will take place to replace that officer.

Filling Vacancies: If there is a vacancy in one of the officer positions during the year, a special election will take place to fill the vacancy. The election procedure will be similar to the election conducted at the beginning of each academic year. Nominees will express interest in running, and if needed, the President and Vice President will select three nominees for the open position. During a special meeting, all members will participate in a secret ballot to determine the winner of the election, with the candidate receiving the most number of votes declared the winner. The elected officer will immediately assume the role of the open position.

Article 5: Committees

There are no pre-established committees for the club. However, at the President's discretion, a standing or ad hoc committee may be created. Specific policies and procedures regarding a committee will be instituted and sent out when necessary.

Article 6: Finance

As this club creates actual innovations, the club will need funds in order to operate and purchase items essential to the creation of the innovation or experiment.

Section 1: Oversight

The Treasurer is charged with the responsibility of overseeing all funds. The Treasurer is also responsible for making sure that there are enough funds for the club to operate.

Section 2: Source of Funding

This club's major source of funding will be from fundraising efforts. Efforts should be made by the members of the club in order to fundraise the amount of money needed to complete their project. However, individuals and corporations may also help to fund the club. This can be done by reaching out to these corporations/individuals and proposing the idea of the project to them.

Section 3: Maintenance of Funds

Any funds obtained by the club must be used only for the purposes of the project. All monies belonging to this organization shall be deposited into the club's account through the school's credit union or locked up with the club advisor.

Section 4: Use of Funds

Any request a member or officer of the club makes regarding funds must be approved by the President and Vice President along with the club's advisor. All requests must include a receipt or invoice. The funds may only be used to purchase or obtain any equipment needed to create the projects, as well as for the transportation of members, if required, to visit a lab or university.

Article 7: Rules of Procedure

Below are the basic rules for how the club conducts business at a meeting.

Section 1: Meetings

Meetings will usually occur weekly on Thursdays during E-Block for the time being. Meeting times and days may change during the course of the academic year. The President will establish all meetings and notify members in advance of any upcoming meetings, including time and location.

Section 2: Attendance

Members of the club are expected to attend all meetings established by the President. Attendance will be taken by the Secretary at the beginning of each meeting. If a member is unable to attend a meeting, he/she should notify one of the officers with a valid excuse. While occasional unexcused absences will be waived, repeated absences without notification may result in consequences, including revocation of membership.

Section 3: Quorum

In order to conduct the business of the club, a majority of all members must be present at any meeting. There must also be at least one officer present during a club meeting.

Section 4: Minutes

The Secretary of the club is responsible for keeping minutes for each club meeting. If the Secretary believes there has been a lack of minutes for the club, he/she should notify the President and Vice President so that additional meetings may be scheduled to make up for lost minutes.

Article 8: Amendments

Amendments to this Constitution may be proposed by any member or officer of the club at any time. Proposals will go through a review by the officers of the club to check its feasibility, reasonability, and validity. After a proposal is determined to be feasible, reasonable, and valid by a unanimous consent by the officers, it will be brought before all members for a vote on the proposed amendment. A 2/3 majority vote will institute the amendment into this Constitution, and any changes resulting from the amendment will be put into place immediately.

Signature of President: _____ Date: _____

Signature of Advisor: _____ Date: _____