

# [THE BOSTON LATIN SCHOOL JUNIOR CLASSICAL LEAGUE CONSTITUTION]

## *Preamble*

We, the members of the Boston Latin School Junior Classical League, in order to maintain a reputable and successful organization for generations to come, to keep the prolific and immortal Classical Civilizations of Greece and Rome alive, to represent Boston Latin School in her greatest glory, to forge friendships and bonds between avid pursuers of the Classics, and to use the Classics as a means to encourage permanent and engaged citizenship in the community both in and beyond Boston Latin School, swear to ordain and establish this Constitution for BLSJCL.

## Article I

### Name & Purpose

#### **Section I:** Name

The name of this organization shall be the Boston Latin School Junior Classical League (BLSJCL).

#### **Section II:** Purpose

The purpose of this organization shall be: to promote a more thorough knowledge of Classical history, life, and literature; to impart a better understanding of the practical and cultural values of the classics; and, to foster academic enthusiasm for the studies of Latin and Greek.

## Article II

### Membership

#### **Section I:** Requirements of Membership

**Subsection I:** Individuals must fill out the appropriate forms to become members of the BLSJCL.

**Subsection II:** Individuals must pay eight dollars in dues to be considered members 'in good standing' of the BLSJCL.

**Subsection III:** In order to be considered a member of BLSJCL, individuals must be enrolled in Boston Latin School for that year.

**Subsection IV:** Members must renew their membership every school year.

#### **Section II:** Rights of Members

**Subsection I:** Members will be admitted to BLSJCL without inquiry or unwarranted suspicion.

**Subsection II:** New members cannot be discriminated against based on age, grade, race, religion, sexual orientation, political affiliation, and any other views subject to review by the board.

**Subsection III:** Members may participate in all JCL events upon fulfilling subsections I and II.

### **Section III: Members-At-Large**

**Subsection I:** Individuals enrolled in Latin or Greek who do not have a JCL chapter at their school may join BLSJCL as Members-At-Large.

**Subsection II:** If individuals attend a school with a JCL chapter they may not join BLSJCL's chapter.

**Subsection III:** Individuals must discuss membership with a sponsor in order to become a Member-At-Large.

**Subsection IV:** Individuals who wish to become a Member-At-Large must pay appropriate dues.

### **Section IV: Removal of Membership**

**Subsection I:** Sponsors retain the right to remove membership of individuals if they do not uphold the good standing of BLSJCL.

## **Article III**

### **Officers and Sponsors**

#### **Section I: Offices Defined**

**Subsection I:** The student positions of the BLSJCL shall be: Triumvirate (3), Publicity Director (1), Deputy Publicity Director(1), Secretary(1), Treasurer(1), Deputy Treasurer (1),Parliamentarian(1), Historian, Publications Editor, Webmaster , Community Service Czar(1), Spirit Coordinator(1), and Officers-at-Large(3).

**Subsection II:** The Triumvirates, Treasurers, Secretary and Parliamentarian shall be popularly elected.

**Subsection III:** The Publicity Directors, Community Service Czar, Spirit Coordinator, and Officers-at-Large shall be appointed by the previous executive board. Candidates for these positions must submit an application by 2:30 p.m. on the day of the local elections.

**Subsection IV:** The Webmasters, Historian and Publications Editors shall be appointed by the previous executive board based on a sample composition. Candidates for these positions must submit a sample composition by 2:30 p.m. on the day of the local elections. *The number of Webmasters, Historians and Publications Editors elected will depend on the quality of their applications.*

#### **Section II: Elections**

**Subsection I:** Local Elections Eligibility, Requirements, and Limitations

**A.** Candidates may only run for one office.

**B.** Candidates for the triumvirate must have held at least one office prior to running.

- C. Anyone is eligible to run for office, as long as he/she is enrolled in BLS, has paid his/her dues in the new school year, and will be enrolled in a Classics course in the following year.
- D. A board member may run for the same office multiple times as long as he/she meets other requirements.
- E. Candidates must first be informed that they are required to read the entire BLSJCL Constitution to be familiar with eligibility, requirements and the roles of the positions they are running for.

**Subsection II: Local Elections Logistics**

- A. Local elections shall be run by the current BLSJCL Parliamentarian, Sponsors, and Triumvirate.
- B. If the current Parliamentarian is re-running for office, then any Class I officer shall take his/her place.
- C. All candidates must give a speech of no longer than two minutes and participate in a Q&A session.
- D. Candidates may not refer to other candidates in any way in their speeches. Violation of this clause may result in disqualification of the said candidate.
- E. All BLSJCL members in good standing may vote.
- F. For the office of Treasurer, members may vote for up to two candidates. The candidate with the most votes shall become Head Treasurer and the runner-up shall become Deputy Treasurer.
- G. For the Triumvirate, members may vote for up to three candidates. The three candidates with the most votes shall be elected.
- H. For the offices of Parliamentarian and Secretary, members may vote for up to one candidate. The candidate with the most votes shall be elected.

**Subsection III: State Elections**

- A. The BLSJCL Parliamentarian must attend the MassJCL Constitutional Meeting and Candidates Open Forum at State Convention.
- B. Any willing members of the BLSJCL chapter may assist the Parliamentarian at the Constitutional Meeting and/or the Candidates Open Forum. However, they must attend the Candidates Open Forum to assist at Fellowship.
- C. The Parliamentarian is responsible for submitting the results of the BLSJCL Fellowship to the MassJCL Parliamentarian.
- D. Any member of the BLSJCL running for state office may not be present at Voting Fellowship.
- E. If the BLSJCL Parliamentarian is running for state office, the responsibility of attending the Constitutional Meeting, Candidates Open Forum, and Voting Fellowship shall fall to any member of the BLSJCL Triumvirate, BLSJCL Sponsor, or Class I officer who is not running.

## Article IV

### Duties of Executive Board Members and Sponsors

#### **Section I: Triumvirate**

**Subsection I:** The Triumvirate should actively lead and represent BLSJCL throughout the school year.

**Subsection II:** The Triumvirate is responsible for facilitating communication between board members and sponsors.

**Subsection III:** The Triumvirate is responsible for overseeing board meetings and the coordination of all BLSJCL events.

**Subsection IV:** The Triumvirate is responsible for supervising board members and seeing to the completion of their respective duties.

**Subsection V:** The Triumvirate is responsible for delegating tasks and projects to board members.

#### **Section II: Publicity Director**

**Subsection I:** The Publicity Director is responsible for compiling the BLSJCL Publicity Binder and Activities Binder and submitting it for review to State and National Convention.

**Subsection II:** The Publicity Director is responsible for organizing any publicity related events.

**Subsection III:** The Publicity Director is responsible for maintaining BLSJCL social media accounts, including, but not limited to Facebook, Twitter, Instagram and Tumblr.

**Subsection IV:** The Publicity Director is responsible for Community Outreach and submitting it for review to State and National Convention.

**Subsection V:** There shall be one Deputy Publicity Director who shall be subject to the direction of the Head Publicity Director.

#### **Section III: Secretary**

**Subsection I:** The Secretary is responsible for taking the official minutes at all Board Meetings and Fellowship at State Convention.

**Subsection II:** The Secretary must submit the minutes to the Board within 48 hours after meetings.

**Subsection III:** Minutes from State Convention may be submitted by midnight on the Tuesday after the Convention.

#### **Section IV: Treasurer**

**Subsection I:** The Head Treasurer is responsible for being aware of all BLSJCL funds and communicating the funds to all sponsors through a digital program.

**Subsection II:** The Treasurers shall be responsible for ensuring that all members have paid their dues.

**Subsection III:** The Treasurers are responsible for creating and organizing fundraisers for BLSJCL.

**Subsection IV:** There shall be one Deputy Treasurer who shall be subject to the direction of the Head Treasurer.

**Subsection V:** Treasurers shall be responsible for counting money from events including but not limited to BLSJCL Annual Book Wrapping, UNICEF Trick-or-Treating, Holiday Gift Wrapping, BLSJCL Bake Sale, BLS Certamen Tournament, State Convention Toga Pledges, Yankee Candle Sales, and all BLSJCL fundraisers.

## **Section V: Parliamentarian**

### **Subsection I: BLSJCL Constitution**

- A.** The Parliamentarian is responsible for the well-being and maintenance of the BLSJCL Constitution and Bylaws.
- B.** The Parliamentarian is responsible for being familiar with the BLSJCL Constitution.
- C.** The Parliamentarian is responsible for applying the BLSJCL Constitution when appropriate, including but not limited to impeachment, meetings, and elections.
- D.** The Parliamentarian shall supply the Constitution to members upon request.
- E.** The Parliamentarian is responsible for communicating the Constitution digitally to the Webmaster for upload to the BLSJCL website.

### **Subsection II: Amendments**

- A.** The Parliamentarian shall review the BLSJCL Constitution and propose amendments according to Article VII.
- B.** The Parliamentarian shall be responsible for proposing amendments for the MassJCL Constitution to the State Parliamentarian.

### **Subsection III: Robert's Rules of Order**

- A.** The Parliamentarian is responsible for being familiar with Robert's Rules of Order Revised and/or In Brief.
- B.** The Parliamentarian is responsible for applying Robert's Rules of Order to Board Meetings when appropriate.

### **Subsection IV: Local Office**

- A.** The Parliamentarian is responsible for encouraging members to join BLSJCL and to run for office.
- B.** The Parliamentarian shall oversee elections in the manner of Article III Section II Subsection II.

## **Section VI: Historian**

**Subsection I:** The Historian shall be responsible for creating the BLSJCL scrapbook and submitting it for review at State and National Convention.

**Subsection II:** The Historian must keep the BLSJCL bulletin boards updated, aesthetically pleasing, and appropriate in order to attract the student body.

**Subsection III:** The Historian may appoint a scrapbook committee of no more than four members at their discretion.

**Subsection IV:** The Historian is responsible for taking pictures at JCL events and uploading the pictures within one week of the event.

**Subsection V:** The Historian may be called upon to perform artistic tasks in respect to BLSJCL's needs.

## **Section VII: Publications Editor**

**Subsection I:** The Publications Editor is responsible for creating and distributing at least four publications per school year.

**Subsection II:** The Publications Editor must be familiar with editing programs.

**Subsection III:** The number of Publications Editors for a year may vary depending on the qualifications of the candidates.

**Subsection IV:** The Publications Editor may appoint a committee to assist with editing publications.

## **Section VIII: Webmaster**

**Subsection I:** The Webmaster is responsible for maintaining the BLSJCL Website.

**Subsection II:** The Webmaster must submit the BLSJCL Website for review at State and National Convention.

**Subsection III:** The Webmaster is responsible, along with the officers who keep the respective documents, for keeping documents of importance such as minutes and the Constitution online for perusal and for updating the website with current events.

## **Section IX: Community Service Czar (CSC)**

**Subsection I:** The CSC is responsible for planning, coordinating and overseeing community service events during the school year, including but not limited to Hale House, World Computer Exchange, Charles River raking, and UNICEF.

**Subsection II:** The CSC is responsible for informing the board and the club about upcoming community service opportunities.

## **Section X: Spirit Coordinator**

**Subsection I:** The Spirit Coordinator is responsible for planning, coordinating and leading the toga parade at State Convention.

**Subsection II:** The Spirit Coordinator is also responsible for overseeing other spirit activities and spirit-related tasks, including but not limited to parades, t-shirts, and compiling cheers.

## **Section XI: Officers-at-Large (OAL)**

**Subsection I:** OALs may offer insight, ideas and/or feedback regarding BLSJCL events, including but not limited to Community Outreach, Publicity, and fundraisers.

**Subsection II:** OALs may also be called upon to perform miscellaneous tasks.

## **Section XII: Sponsors**

**Subsection I:** Sponsors should advise BLSJCL board members as needed throughout the school year.

**Subsection II:** Sponsors are responsible for maintaining the BLSJCL account and overseeing other monetary matters in coordination with the treasurers.

**Subsection III:** Sponsors may assist in publicizing BLSJCL by communicating JCL events, opportunities and fundraisers with their classes.

## **Article V**

### **Removal from Office**

## **Section I: Resignation**

**Subsection I:** If a board member deems it necessary to resign in his/her duties as a BLSJCL officer, he/she must communicate it with the Executive Board.

**Subsection II:** The board member must submit the resignation in writing, either digitally or non-digitally within a month of resignation.

**Subsection III:** The parliamentarian or any sponsor may keep of record of resignations.

## **Section II: Impeachment & Removal from Board**

**Subsection I:** If an officer is in any way derelict in their duties, any member of the Executive Board may notify the Triumvirate and Sponsors.

**Subsection II:** Following notification, the Triumvirate is responsible for communicating concerns with the officer in question and creating a reasonable 'reintegration plan.'

**Subsection III:** If the officer in question continues to be derelict in his/her duties, the Triumvirate and Sponsors will submit an official warning of impeachment.

**Subsection IV:** The Executive Board will meet to discuss and vote on the officer in question. There must be at least a  $\frac{2}{3}$  vote for removal.

## **Section III: Removal Aftermath**

**Subsection I:** If an individual has been removed from office, they may not use their previous title on any official documents, including but not limited to resumes, college applications, and work applications.

**Subsection II:** If an individual has not complied with Subsection I, the individual is subject to consequences at the discretion of the Sponsors.

**Article VI**  
Amendments and Bylaws

**Section I:** Constitutional Amendments and Bylaws for BLSJCL

**Subsection I:** Any member of BLSJCL in good standing may submit an amendment or bylaw to the BLSJCL constitution. It must be submitted by April 30th.

**Subsection II:** Any proposed amendments or bylaws to the constitution will be reviewed by the Executive Board and passed with a  $\frac{2}{3}$  majority.

**Subsection III:** All accepted amendments and bylaws shall be copied and sent to all members of the BLSJCL board and its respective sponsors.

**Subsection IV:** The amendments and bylaws must be added to the constitution by the parliamentarian of the following school year.

**Subsection V:** All accepted amendments and bylaws shall take effect in September of the next school year.

**Section II:** Constitutional Amendments and Bylaws for MassJCL

**Subsection I:** Any member of the BLSJCL who wishes to submit an amendment or bylaw to the MassJCL Constitution must first submit it in writing to the BLSJCL Parliamentarian for review by the Executive Board.

**Subsection II:** Any proposed amendments or bylaws must be submitted before the BLS Winter Break.

**Subsection III:** In order to be submitted to the State Board for review, a proposed amendment or bylaw must be voted on and passed with a simple majority by the BLSJCL Executive Board.