

Cross Creek High School Astronomy Club Constitution and By-Laws

ARTICLE I: NAME & PURPOSE

Section A: Name – The name of this club shall be the Cross Creek High School Astronomy Club. The short form shall be Astro Club.

Section B: National Affiliation – There is no national, state, or district affiliations for this club.

Section C: Purpose – The purpose of this club shall be:

1. *To promote the study of astronomy among the Cross Creek family of students, faculty, staff and families.*
2. To assist students in gaining scientific skills such as the building, use and maintenance of astronomical observation and monitoring equipment (telescopes, binoculars, star finders, etc.)
3. To increase students' scientific and personal networks to include like-minded and positive role-models.
4. To improve students socioemotional conditions through friendship, team building, and leadership.

ARTICLE II: MEMBERSHIP & DUES

Section A: Eligibility - Membership shall be open to all Cross Creek High School students, faculty, staff and associated students of home school and virtual schools.

Section B: Dues – No dues are required for this student organization.

Section C: Good standing – All members shall be in considered in good standing when they are academically eligible using the same eligibility requirements for student athletes. Student must be taking a minimum of 5 credit classes and passing at least 5 of said classes. Any student who is not in good standing may participate in activities after attending required tutoring offered at the beginning of regular meetings.

ARTICLE III: OFFICERS

Section A: Officers – The officers shall be a President, Vice-President, Secretary, and Treasurer.

Section B: Eligibility – Officers must be current students in good standing.

Section C: Election – The officers shall be elected by ballot at the last meeting of the spring semester by a majority of the vote cast for that office.

Section D: Term – The officers shall serve for one year and their term of office shall begin at the commencement of the fall semester.

Section E: Vacancy – If a vacancy occurs in the office of President, the Vice-President shall assume the office for the remainder of the term and vacancies in any other office shall be filled by a special election.

ARTICLE IV: DUTIES OF OFFICERS

Section A: President – it shall be the duty of the President to:

- Preside at meetings
- Vote only in case of a tie
- Represent the club
- Appoint committee chairpersons subject to the approval of the Executive Committee
- Serve as an ex-officio member of all committees except the nominating committee
- Perform such other duties as ordinarily pertain to this office

Section B: Vice-President – It shall be the duty of the Vice-President to:

- Preside in the absence of the President
- Serve as chairperson of the Program Committee

Section C: Secretary – It shall be the duty of the Secretary to:

- Record the minutes of all meetings
- Keep a file of the club's records
- Maintain a current roster of membership
- Issue notices of meetings and conduct the general correspondence of the club

Section D: Treasurer – It shall be the duty of the Treasurer to:

- Receive all funds and process Request for Payment, Deposit Slip, and Officer Signature Forms.

- Keep an itemized account of all receipts and expenditures and make reports as directed

ARTICLE V: MEETINGS

Section A: Meetings – a. Regular meetings shall be held weekly, on Mondays, during the regular school year. b. Club Business meetings shall be held at the beginning of the weekly regular meeting.

Section B: Special Meeting – Special meetings may be called by the President with the approval of the Executive Committee.

Section C: Quorum – A quorum shall consist of all members present at a club meeting of a properly announced vote, as per Article IX, section B.

Section D: Parliamentary Authority – Robert's Rules of Orders, shall govern this club in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

Section E: The Richmond County School System Code of Conduct and all rules of Cross Creek High School shall be in effect at all club meetings and activities.

ARTICLE VI: EXECUTIVE COMMITTEE

Section A: Responsibility – Management of this club shall be vested in an Executive Committee responsible to the entire membership to uphold these bylaws.

Section B: Membership – This committee shall consist of the officers as listed in Article III and the faculty advisor(s).

Section C: Meetings – This committee shall meet as needed between regular meetings of the club to organize and plan future activities.

ARTICLE VII: ADVISOR

Section A: Selection – there shall be a faculty/staff advisor who volunteers their time and resources to support the club. At current, the advisor is Mr. William Saunders-Cummings. Assistant advisor is Ms. Tiffany Rogers.

Section B: Duties – The responsibilities of the faculty advisor shall be to:

- Maintain an awareness of the activities and programs sponsored by the student club.
- Meet on a regular basis with the leader of the student club to discuss upcoming meetings, long range plans, goals, and problems of the club.
- Attend regular meetings, executive board meetings as often as schedule allows.
- Assist in the orientation of new officers.
- Explain and clarify campus policy and procedures that apply to the club.
- Maintain contact with the Office of Student Activities.
- Provide direction in the area of parliamentary procedure, meeting facilitation, group-building, goal setting, and program planning.
- Assist the club treasurer in monitoring expenditures, fundraising activities, and corporate sponsorship to maintain an accurate and up-to-date account ledger.
- Inform club members of those factors that constitute unacceptable behavior on the part of the club members, and the possible consequence of said behaviors.

ARTICLE VIII: COMMITTEES

Section A: Program Committee – A program committee composed of the Vice-President as chairperson and four other members shall be appointed by the President before the end of spring semester, whose duty shall be to plan the overall program of the club.

Section B: Special Committees – The President shall have the authority to appoint any special committees, with the approval of the Executive Committee, from time to time as need demands.

ARTICLE IX: AMENDMENTS

Section A: Selection – these bylaws may be amended by a two-thirds (2/3) majority vote of the chapter membership in attendance at time of the vote, minimum of three members present.

Section B: Notice – All members shall receive advance notice of the proposed amendment at least two weeks prior to the meeting with the vote, via verbal announcement and Remind announcement.

Approved and enacted by voice vote by a majority of members during the first meeting of the 2025-2026 school year on the eleventh day of August, twenty twenty-five in the current era.

Results of the vote:

Aye 7

Nay 0

Abstain: 0

Signed,



William D. Saunders-Cummings

Sponsor


Iyana Collins

Vice President


Isabella Almodovar

President


Cristian McCormick

Treasurer

(Secretary – Vacancy)