

RICKARDS HIGH SCHOOL MED CLUB BYLAWS

Article I: NAME & PURPOSE

Section A: Name – The name of this club shall be the Rickards High School Med Club

Section B: Purpose – The Rickards Med Club's purpose is to ignite a passion for medicine among Rickards High School students by providing a platform for exploration, fostering knowledge acquisition, and promoting leadership in the development, ethical responsibility, and academic excellence in the healthcare field. This includes organizing meetings with medical professionals from diverse specialties and conducting hands-on experiments. We plan to engage in introduction to the medical field, fostering their passion and preparing them for future success in healthcare.

ARTICLE II: MEMBERSHIP AND DUES

Section A: Eligibility – Membership shall be open to all students at Rickards High School who are interested in obtaining a profession in the medical field in the future

Section B: Election – To be eligible for an officer position, students must have a minimum of 1 school year of club membership, except the assistant position. If there are 3 or more runners for a position, the president selects the top 2 candidates deemed most capable for the officer positions by holding interviews with all running candidates, vice president may help the president. If there are only 2 candidates for a position running, both may be interviewed. However, the president doesn't make a selection at this stage. Subsequently, a meeting is held to decide the winning candidates. Majority rules, but in case of a tie, the president makes the final decision. Current officers are not allowed to participate in the voting process during elections. In case of issues with an officer not fulfilling their responsibilities or other related concerns, a voting process among the officers can be initiated. The options include: officers vote on whether the individual in question should continue in their position or not and if the decision is made to replace the officer, the person who was second most capable during the election process will step in to fill the position.

Section C: Term – To ensure and foster leadership development, an individual cannot stay in one position for longer than 2 consecutive school years. The individual may run for any other role except the role they possessed during the 2 year term.

Section D: Vacancy – If a vacancy occurs in the office of the president, then a special election may occur, and the same if the Vice-President role is vacant. If any of the officer roles aren't available or

absent for a meeting then the responsibilities shall be split among the officers or a election may occur again.

Section E: Attendance – A member and officer must not miss more than 4 meetings or they will be kicked out the club. Unless the sponsor says is convinced otherwise. Members/officers should be warned on their 3rd absence.

Section F: Behavior – If a club member behaves in a inappropriate manner, the sponsor will asses whether to issue a warning or take further action, such as expulsion from the club. In the event of a warning, a maximum of three warnings will be given throughout the school year. Upon exceeding this limit, the member will be subject to expulsion from the club.

Section G: Dues – The inaugural period of the club will not require any dues.

ARTICLE III: DUTIES OF OFFICERS

Section A: President – As the medical club chief executive the president orchestrates the organization's activities, fosters a vibrant community of aspiring medical professionals, and guides the club towards achieving its mission. Their responsibilities encompass setting the club's direction, establishing strategic plans, motivating members ensuring the smooth operation of all club activities, the upholding the club's integrity. To prevent issues permission must be granted by sponsor and then president for an action to occur unless said otherwise.

Section B: Vice-President – As the president's right-hand man, the vice president serves as a support system ensuring the smooth operation of the medical club and the president's absence and contributing significantly to the club's overall success. The responsibilities encompass assisting the president in various aspects, from project ideation to operational support, while also assisting the secretary.

Section C: Secretary – Shall be responsible for documenting accurate minutes of all club meetings, recording attendance, and collaboratively managing membership records in conjunction with the treasurer.

Section D: Treasurer – Shall be responsible for managing membership records and financial recordkeeping. Making sure members and officers turn in fees on time for any activities or projects.

Section E: Historian - Shall be tasked with taking pictures of each meeting, creating presentations for the club, managing social media content, and designing Canva flyers as needed

Section F: Assistant – Shall be responsible for aiding all officers with their tasks when needed and providing assistance in situations where they are unable to fulfill their duties due to absence or other related reasons.

ARTICLE IV: SPONSOR

Mr. Shevchenko The sponsor of James Rickards High School will have the right to:

1. Ensuring the club aligns with the club's mission school policies and the well-being of the students
2. The sponsor provides responsible guidance and support to the club officers and members, offering advice, fostering leadership development, and promoting a positive and inclusive environment.
3. The club sponsor exercises prudent decision-making authority, evaluating proposed ideas and suggestions, and ensuring that all club activities are safe, ethical, and aligned with the club's goals and the school's best interests.

ARTICLE V: CHANGES TO THE BY-LAWS

Proposed adjustments to any By-Laws may be submitted through a proposal to the club sponsor. Upon approval, the proposed changes will be communicated to both officers and members. The sponsor and president will decide whether to hold a vote to enact the proposed changes, with the decision determined by majority vote.