**Article I: Name, Purpose, and Authority**

**1.1 Name.** The Name of the organization shall be “Naturally Green” of Adolfo Camarillo High School.

**1.2 Purpose.** The purposes of this organization are:

(a) To raise awareness about environmental issues such as, but not limited to, ecosystem degradation, waste management, and biodiversity.

(b) To conduct projects in order to reduce the environmental impact of Adolfo Camarillo High School.

(c) To encourage the student body to reflect over their actions as citizens of the planet.

**1.3 Authority.** The organization’s purposes will be carried out as directly approved by the student council and indirectly by the school principal and governing board of the Oxnard Union High School District.

**Article II: Membership**

**2.1 Eligibility.** All students enrolled in Adolfo Camarillo High School are eligible for membership.

**2.2 Definitions.** A member is a student that has attended one (1) official club meeting or has participated in one (1) organized event during the semester.

**Article III: Assembly**

**3.1. Regular Meetings.** Meetings will be held on Wednesdays at lunch in T-8 (Mrs. Safran’s Room).

**3.2. Special Meetings.** Special Meetings may be called at any time and communication of such meetings will either be presented on the website or through the Remind (see Article V, Sections 5.2.3 and 5.2.5). Participation to such meetings is open to all students.

**3.3 Board Meetings.** Board meetings may be organized either by the power of the advisor or the presidents. Participation to such meetings is limited to board members.

**3.3.1 Content of the Board Meetings.** Board meetings are to discuss future activities, complete paperwork, and/or organize the club.

**3.3.2 Location of the Board Meetings.** Board meetings may be held anywhere, as long as at least (2) members are discussing content (Section 3.3.1).

**3.4 Activities.** Activities are to be organized by the board throughout the year. Such activities include, but are not limited to, hikes, beach cleanups, local projects, clothing drives, and e-waste events.

**3.4.1 Time and Location of Activities.** The times and location of activities will always be announced at a regular meeting. Times have included Saturdays, Sundays, and after-school. Locations have included various locations in the Ventura County.

**3.4.2 Decision on Times and Locations.** The time and location regarding a specific activity will be decided by either the board or the general members by simple majority. All time and location choices within a general vote will be decided by the board.

**3.4.3 Attendance of Activities.** Attendance of activities is never mandatory. However, all attending members of an activity will be noted for records.

**Article IV: Board, Committees, and Responsibilities**

**4.1 Board Positions.** The board will consist of *President*, *Vice President*, *Historian*, and *Chairman of Publicity*.

**4.2 Responsibilities of the Board.** The responsibility of the board will include, but is not limited to the following.

**4.2.1 President.** The president will direct the meetings of the club, call special meetings if necessary, plan an agenda for each meeting, lead activities, and prepare paperwork/plans for projects.

**4.2.2 Vice President.** The vice president will support the president in performing his or her duties, perform the duties of the president if necessary, and help organize the club as a whole.

**4.2.3 Historian.** The historian will keep attendance for the club, record meeting minutes, make meeting minutes available to the student body, and report all community service hours. In the absence of a treasurer, he or she, along with the club advisor, will manage the financial issues of the club.

**4.3.4 Chairman of Publicity.** The chairman of publicity will publicize club activities through the communication devices listed in Article V. He or she will also publicize club causes and fundraisers when deemed necessary.

**4.3 Committees.** At any time, a president may call upon a committee to help organize an event or cause. A committee will consist of committee members and a committee head. When assistance is required, the committee is to contact the advisor or the board.

**4.3.1 Responsibility of the Committee.** The committee is required to carry out its actions in a timely and orderly manner. The committee head is responsible for complying meetings and members are responsible for participating.

**4.4 Advisor.** The club shall have at least one (1) advisor at all times. The advisor is to help with the organization of the club, the facilitation of action amongst the board, and the completion of paperwork. However, the advisor is not required to perform such duties.

**Article V: Communication**

**5.1 Responsibilities.** The board is responsible for announcing all meetings (regular or special) and activities to the general members.

**5.2 Methods of Communication.** The board will mainly use several methods of communication: general meetings, school announcements, the website, email, and the Remind account.

**5.2.1 General Meetings.** All information on all activities will be presented at a general meeting.

**5.2.2 School Announcements.** Activities open to the student body and inter-organizational activities may be announced through the school intercom (morning announcements) or vlog (Cam High Connect). The publicity chair is responsible for managing such announcements (see Article 4.3.4).

**5.2.3 Website.** The Naturally Green website is <http://naturallygreen.weebly.com/>. This website will be updated regularly by all board members. Access to editing it is open to all board members.

**5.3.4 Email.** The Naturally Green email is [naturallygreenclub@gmail.com](mailto:naturallygreenclub@gmail.com). The email is to be used for club business only and for the sharing of ideas between club members. Access of it is currently only available to the advisor.

**5.3.4.1 Access to the email.** The advisor has permission at anytime to give access to the email to a board member. At the end of his or her term, the board member must surrender his or her access to it.

**5.3.5 Remind.** The Remind is a method for students to receive news about the club without unnecessarily contacting the club. It is issued by the advisor or the board about general club news. For students to receive Remind updates, they should text *@naturally* to (805)322-8058.

**Article VI: Elections**

**6.1 Election Times.** Elections are to be held in the second half of the month of May, after AP Testing (5/16/15-5/31/15). Elections should be during regular meeting times.

**6.2 Election Positions.** All board positions are up for election (see Article 4.1). Election candidates can include any general member or board member.

**6.3 Participants of Elections.** Only general members may participate in the Naturally Green Election.

**Article VII: Ratification**

**7.1 Ratification Requirements.** In order for this document to be ratified, a supermajority of two-thirds (2/3) of the board is required by Friday, October 2, 2015.

**7.2 Ratification.** This document was ratified by the following members:

**Article VIII: Revision and Jurisdiction of This Constitution**

**8.1 Jurisdiction.** The jurisdiction of this Constitution is until the first day of school in the year 2016. After that date, which is not specified at the approval of this document, a new Constitution must be drafted.

**8.2 Revision.** This Constitution is allowed revisions until the elections of the board for the 2016-2017 school year. Revisions must be listed in the following this article as well as physically edited in the document. All revisions must be dated twice (one in the document and one in the list).