

North/South Brunswick USY Constitution

Preamble

We, the representatives of the young people of the United Synagogue Youth of the North/South Brunswick Chapter, recognizing that Judaism is an ever-evolving body of inspirational, ethical, and prophetic teachings which are the core of our Jewish heritage; conscious of our needs as Jewish youth for social awareness, and the intellectual and spiritual stimulus; affirming our beliefs that the synagogue provides common ground for creating a community to satisfy such needs; proclaiming that youth has a responsibility to play a major role in supporting synagogue life in such a way as to actively share in upholding it so that it can better serve us, our families, and humankind do...

Hereby join ourselves as a local synagogue youth group (hereafter USY) in order that we may actively engage in making Judaism a functioning part of our social outlook, develop leadership skills of all members for responsible and active involvement in the Jewish community, and provide a venue for Jewish youth to meet, develop friendships, and accomplish all above goals.

Article I: MEMBERSHIP

Section I: Requirements

1. A member must be considered Jewish by the Conservative Movement.
2. A member must pay dues or be excused by the Advisor.
3. A member must be in grades 9-12

Section II: Code of Conduct

1. Local, State and Federal laws will be strictly enforced.
2. There will be no possession or consumption of alcoholic beverages, narcotics, marijuana, or other illegal drugs or prescription drugs not prescribed for the user.
3. The possession of any weapon or sharp object that can be construed as a weapon is strictly prohibited.
4. Each participant is expected to maintain proper decorum and attitude during the entire program. Disruptive behavior (including, among other things, inappropriate sexual behavior) will not be tolerated. Your parents will be responsible to pay for any damage you may cause.
5. All members must abide by the international USY dress code at all times.
6. No member may leave an event early without the consent of the Advisor, or a written note from a parent.
7. No gambling is allowed, except for fundraisers approved by the Advisor.
8. Any additional rules pertinent to a specific event shall be announced by the Advisor or member of the board and will be considered as one of the written rules.
9. Any infraction of the above rules will result in disciplinary action by the Advisor in consultation with the board.

Section III: Member in Good Standing

- A member in good standing is one who had paid their dues, received a copy of the constitution and signed the code of conduct.
- A member not in good standing is one who has violated the code of conduct.

Article II: **DUES**

1. All chapter members must pay dues.
2. All board members must have dues paid prior to assuming their position.
3. The youth commission will set the rate of dues. Members may receive a waiver on the paying of dues with the permission of the Advisor.
4. No member shall attend an event past December 15th without his or her dues paid or a waiver signed by the advisor.

Article III: **EXECUTIVE BOARD**

Section I: **Board Requirements**

1. Board members must be able to devote an adequate amount of time to their position.
2. Board members must act as good examples to the community and other chapter members as they are the example of the chapter.
3. Board members must uphold the phone chain in addition to tasks specific to their position.
4. Board members are expected to attend all chapter events unless excused by the advisor prior to the event.
5. Board members are expected to attend three of the four regional conventions (LTI, Fall, Midwinter, and Spring) unless excused by the advisor prior to the convention or there is an extenuating circumstance. This shall be decided by the advisor.
6. As a member of the USY Board you are required to attend all board meetings,
7. Board members are required to attend 50% of all chapter events per month, unless excused by the advisor prior to the event. Whether or not to excuse the board member is at the discretion of the USY Board.
8. Board members are required to attend at least one Shabbat service a month (conventions count).
9. Board members are required to join one of three regional clubs such as Heschel, HeChalutzim, or 613.
10. It is recommended that board members take Sunday SATs when applicable.

Section II: **Board Positions:**

President

Responsibilities:

- Run all board meetings.
- Run all chapter events, unless designated to another board member.
- Attend all board and chapter events, unless excused by the advisor.
- Requirements to run:
 - Prior USY board experience

- Must have attended 75% of chapter events from the previous year
- Must have attended at least two regional events in the previous year.

Israel Awareness Vice-President

Responsibilities:

- Initiate programs dealing with Israeli history, culture, current events, etc.
- Incorporate Israel into chapter events, including Israel updates, items in the newsletter, and periodic mailings.
- Act as USY liaison to the Ramla exchange program if applicable.
- Requirements to run:
 - Must have attended at least 75% of chapter events from the previous year.
 - Must be in 10th-12th grade.
 - Must have attended at least two regional events in the prior year.

Religious Education Vice President

Responsibilities:

- Must be able to lead Mincha and Maariv.
- Must attend services at least one Saturday per month.
- Is responsible for leading minyan on days when there is an event, unless otherwise stated before hand that another person will be taking over this responsibility for the day.
- Requirements to run:
 - Must be able to read Hebrew
 - Must be in 10th-12th grade.
 - Must have attended at least two regional events in the prior year.

Social Action/Tikun Olam Vice President

Responsibilities:

- Initiate and organize programs that help the chapter raise money for various charities and the regional charity.
- Initiate and organize social action programs that reach out to the community.
- Initiate and organize programs that will raise money for the chapter.
- Requirements to run:
 - Must have attended at least 75% of chapter events from the previous year.
 - Must be in 10th-12th grade.
 - Must have attended at least two regional events in the prior year.

Membership/Programming Vice-President

Responsibilities:

- Responsible for attracting and welcoming new members to the chapter.
- Find innovative ways to integrate new members into the chapter.

- Responsible for organizing games and events that will help current members get to know each other better.
- Responsible for taking attendance at the beginning of every meeting.
- Responsible for giving an update at every board meeting on the attendance at the previous event and calculating the increase or decrease.
- In charge of encouraging former Kadima members to continue with USY.
- Requirements to run:
 - Must have attended at least 75% of chapter events from the previous year.
 - Must be in 10th-12th grade.
 - Must have attended at least two regional events in the prior year.

Communications Vice President

Responsibilities:

- In charge of timely and consistent communication with chapter members via email.
- Must create and organize a phone chain for all board members consisting of the chapter members.
- Must send out monthly newsletters to the chapter about upcoming activities.
- Liaison to the synagogue Webmaster to keep Internet information current.
- Requirements to run:
 - Must have attended at least 75% of chapter events from the previous year.
 - Must be in 10th-12th grade.
 - Must have attended at least two regional events in the prior year.

Secretary

Responsibilities

- Take notes of all information decided upon and discussed at board meetings.
- Must send out an email, same night as board meeting, to all board members explaining what was said at the meeting.
- Keeping the bulletin board at the synagogue up to date.
- Requirements to run:
 - Must have attended at least 75% of chapter events from the previous year.
 - Must be in 10th-12th grade.
 - Must have attended at least two regional events in the prior year.

Freshman Representative

Responsibilities:

- Liaison between the freshmen and the rest of the chapter
- In charge of calling freshmen on the phone chain
- In charge of encouraging freshmen to join the chapter.

- In charge of encouraging freshmen to attend events.

Section III: **Executive Vice President**

- Once the entire board has been elected from the upcoming year, any board member in 10th-12th grade may decide to have Executive Vice President added to their title. In the event that the President is no longer able to fulfill his/her duties, the Executive Vice President shall take over their responsibilities, along with their original position's.
- If more than one board member desires to have Executive Vice President added to their title, an election must take place. The candidates in running for the title must each give a brief speech explaining why they feel they should be Executive Vice President. The entire chapter present will vote. Normal election rules apply.

Article IV: **ELECTIONS**

Section I: **Date of Election**

Elections will be held at a date agreed upon by the outgoing board in consultation with the advisor.

Section II: **Letter of Intent**

A letter of intent is your introduction as a candidate. In it you must state what position you are running for. In the event that a candidate is not elected, they are allowed to drop down to any position that is *lower than their first intended*. If you choose to drop down, a separate letter must be handed in. This is your opportunity to tell why you are running for a position, your past experience, and the goals you would set if you won. Take this letter seriously as it reflects the seriousness of your interest in running for the board. You will not be allowed to run for a contested position unless letters of intent are received on time. The length of your letter should be no longer than one page and will be screened by members of the Youth Commission and the Advisor.

In order to run for a position, a letter of intent must be physically handed in to the Advisor by the end of the closing dance. No letters will be accepted after 2 weeks prior to the election date. No emails will be accepted. Failure to hand in a letter means you will not be able to run.

Section III: **Eligibility to run**

1. All persons that have been members in good standing for at least one year are eligible to run for board.
2. Must meet specific requirements for the position the member is running for.
3. Freshmen are eligible to run for freshman representative.

Section IV: **Announcement of Candidates**

Two weeks prior to the day of elections, after the deadline for the letters of intent, an emailing must go out to the entire chapter informing them of all the candidates for each position. No candidate will be allowed to run after this has taken place.

Section V: **Vacancies for positions**

1. In the event that no one has applied for a specific position, the advisor will notify members that this position is available at least two weeks prior to the elections. Normal procedures will apply.
2. In the event that the position remains vacant the duties of the position will be absorbed by the other board members until a candidate is found to fill the position. No one shall be allowed to run off the floor during the day of elections.
3. If more than one candidate expresses interest in the vacant position after elections have already been completed, the USY chapter board and advisor may decide to hold elections for this position.

Section VI: **Procedures for Voting**

1. Only members in good standing may vote.
2. Rising freshmen (last year Kadima members) and leaving seniors are able to vote.
3. Each candidate running for a position will give a short speech not to exceed 5 minutes. This speech will outline why the candidate feels they are the best choice for the members and also will indicate any conflicts that may hinder the candidate to perform their job.
4. Two questions, designed by the advisor, will be asked by the chapter after each candidate gives his/her speech. The questions must remain identical for each candidate of each position. Questions may change for each position.
5. In order to vote, all members must be present at all speeches given by all candidates for every position.
6. A candidate must receive at least 50% + 1 of the votes to win the election. If this is not achieved, a runoff election will take place between the two top candidates.
7. If there are more than two people running for a position, and two candidates have tied, the candidate with the least number of votes will be dropped and there will be another ballot. This will continue until the required percentage is achieved.
8. In the event that there has been over two revotes, and neither candidate has received 50%+1 of the votes, the leaving board will vote. The candidate with the majority of the votes from the board will be elected. If a candidate in this race is also a member of the leaving board, that candidate is not eligible to vote.

The order of voting will be as follows:

President

Israel Awareness Vice-President

Religious Education (Rel/Ed) Vice-President

Social Action/Tikun Olam (SA/TO) Vice-President

Membership/Programming (Mem/Prog) Vice-President

Communications Vice President

Freshman Representative

Executive Vice-President

Article V: **VACANCIES**

Section I: **Resignation of Officers**

1. Elected or appointed officials may resign from their position. Resignation requires written notification to the Advisor. The President, with the help of the Advisor, can appoint an interim officer immediately, whom the board shall then confirm. Resignation is immediate and binding.
2. The board may decide that a position that has been vacated will not be filled.

Article VI: **REMOVAL FROM OFFICE**

Section I. **Strikes System**

1. A board member will be given three strikes before they are asked to step down from a position.
2. A strike will be applied if an officer violates the Constitution, violates the Code of Conduct, shows a profound and continued lack of responsibility and leadership, or acts in a disruptive manner.
3. It is the board and advisor's final decision as to whether a strike shall be added or not.
4. The board shall present written notification to the board member after each strike detailing what he or she did wrong.

Section II. **Dismissal**

1. Dismissal shall take place when an officer has accumulated three strikes.
2. The board member who is being asked to step down will receive a letter, written by the chapter board, complete with details of his/her violations and reasoning for the board's decision.
3. The board will vote whether or not to hold elections to replace this position. Choosing to absorb the position is also acceptable.
4. All ties in voting regarding the dismissal of the board member shall be broken with the advisors vote.

Article VII: **AMENDMENTS**

- An amendment to the constitution must be submitted to the Executive Board for consideration. If the proposed amendment is approved by at least a two-thirds majority of the board, then it will be added to the constitution.
- In the event that Executive Board has vetoed the amendment, the person or persons who submitted the amendment can bring it to the chapter at the next event. The chapter will vote on the amendment and if it is approved by at least two-thirds majority of the chapter, then it will be added to the constitution. The Executive Board can vote in this situation.

Article VIII: **REVISIONS**

Every two years, or when circumstances call for it, the USY Executive Board must meet with the Advisor to overlook the entire constitution and ensure that it is updated. In the event that there is content that must be removed or revised, the Executive Board must agree on the revision with at least a two-thirds majority vote.