



The Griffins' Nest

INFORMATIVE • IMPARTIAL • INDEPENDENT

THE BYLAWS

A document regarding the supreme presiding rules in all conduct, operations, and affairs of

THE GRIFFINS' NEST

"The Newspaper"

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BE IT ENACTED as the Bylaws of *The Newspaper* as follows:

Title

This document shall be cited as "*The Bylaws*"

Section 1 - General

1.1 Definitions

- (a) "contributions" means all letters, articles, or other materials submitted to *The Newspaper* for publication
- (b) "Nameplate" means the designed title and logo of *The Newspaper* that appears on documents and the cover an issue
- (c) "member" means any person who is present on the official club membership registry
- (d) "The Sponsor" means any person who is a teacher at the school
- (e) "the school" means Eric Hamber Secondary School
- (f) "remove" means to official cancel a membership

- (g) “misfeasance” means the unintentional act of engaging in an action or duty but failing to perform the duty correctly
- (h) “malfeasance” means intentional act of engaging in an action to do harm
- (i) “nonfeasance” means wilful failure to execute or perform an act or duty as required by one’s capacity
- (j) “the Editorial Board” is the executive council of *The Newspaper*
- (k) “members of the Editorial Board” means members of the Editorial Board that are not the Editor-in-Chief
- (l) “meetings” means a convention of the Editorial Board
- (m) “assembly” means a convention of all members

1.2 Interpretation and Application

- (a) The Interpretation and Application of these Bylaws is to be the responsibility of the Editor-in-Chief and The Sponsor
- (b) These Bylaws apply to
 - (i) all members
 - (ii) The Sponsor
- (c) The grammatical form of roles within these Bylaws shall not negate or define the number of persons who may occupy a role unless otherwise specified

1.3 Confidentially

- (a) Certain information, including but not limited to Editorial Board discussions, unpublished or unannounced articles, financial information, legal information, assistance, position, contacts, and contracts of *The Newspaper*, may be declared confidential between the specified parties by the Editor-in-Chief

1. (4) - Nameplate

- (a) *The Newspaper* must have a Nameplate in the form approved from time to time by The Editorial Board
- (b) The Nameplate must appear on all documents, content, and issues

Section 2 - Membership

2.1 Eligibility

Any person who is

- (a) a student of the school,
- (b) a student in good standing,

is eligible to request membership to *The Newspaper*

2.2 Membership Term

Each membership is valid for the duration of the school year

2.3 Removal of Member

- (a) A member may be removed via the passing of a resolution for;
 - (i) poorly representing *The Newspaper* in any instance,
 - (ii) instances of misfeasance, malfeasance, or nonfeasance
 - (iii) disrupting, harming, or hindering the conduct, operations, and affairs of *The Newspaper*

Section 3 - Classifications of Persons

3.1 Sponsor

- (a) Pursuant to general club requirements *The Newspaper* must have a Sponsor
- (b) The Sponsor may remain in their capacity for the duration of the school year
- (c) The Sponsor is selected at the beginning of the school year
- (d) The Sponsor vacates their capacity if they;
 - (i) resign,
 - (ii) permanently leave the school or leave the school for a prolonged period,
 - (iii) are removed via the passing of a resolution

3.2 Editor-in-Chief

The Editor-in-Chief is the chief executive of of *The Newspaper*

- (a) The Editor-in-Chief appoints a succeeding Editor-in-Chief
- (b) The term of the Editor-in-Chief shall begin at the start of the school year following appointment and and cease upon graduation
 - (i) The Editor-in-Chief vacates their capacity before graduation if they;
 - A. resign, or
 - B. permanently leave the school or leave the school for a prolonged period, or
 - C. are removed via the passing of a resolution
 - (ii) If a situation occurs in which there is a single Editor-in-Chief who vacates their capacity prior to graduation the Editorial Board shall select a suitable replacement
- (c) No more than 2 persons may serve as Editor(s)-in-Chief

3.3 Members of the Editorial Board

- (a) Members of the Editorial Board are appointed by the Editor-in-Chief for a term that shall begin at the start of the school year and cease upon the end of the school year
- (b) Members of the Editorial Board vacate their capacity before graduation if they;
 - (i) resign, or
 - (ii) permanently leave the school or leave the school for a prolonged period, or
 - (iii) are removed via the passing of a resolution

3.4 General Members

All other members who are not members of the Editorial Board, The Sponsor, or the Editor-in-Chief are general members.

Section 4 - Powers, Capacities, and Responsibilities

The Powers, Capacities, and Responsibilities of The Sponsor, Editor-in-Chief, the members Editorial Board, are as follows but not limited to;

- (a) The Sponsor;
 - (i) must maintain oversight of *The Newspaper*
 - (ii) shall support and provide input on the conduct, operations, and affairs of *The Newspaper*
- (b) The Editor-in-Chief;
 - (i) is the chief executive of *The Newspaper*
 - (ii) is responsible for a execution of the purposes of *The Newspaper* pursuant to its constitution
 - (iii) may appoint members of the Editorial Board
 - (iv) may vote
 - (v) may contribute to Editorial Articles
- (c) The Members of the Editorial Board;
 - (i) are responsible for their respective roles pursuant to section 3.3 (a) or (b) as assigned by the Editor-in-Chief
 - (ii) are responsible for understanding and assigning in the execution of the constitutionally mandated purposes of *The Newspaper*
 - (iii) may vote
 - (iv) may contribute to Editorial Articles

Section 5 - Meetings and Assemblies

5.1 Time and Place of Meetings

Meetings may be held at the time and place decided by the Editorial Board

5.2 Quorum

A Quorum is reached when all members of the Editorial Board are present

- (a) If the Quorum ceases to exist at any point during the meeting, the meeting must be suspended until the Quorum is reached or adjourned

5.3 Chair of Meetings

Meetings shall be Chaired by the Editor-in-Chief or designated replacement

5.4 Agenda and Minutes

- (a) All meetings must have an Agenda prepared by the Chair
- (b) Minutes shall be taken in written form by a designated member of the Editorial Board
- (c) All Agendas and Minutes are to be made available prior to the meeting

5.5 Assemblies

An assembly must occur at least once between two issues

Section 6 - Voting and Resolutions

6.1 Voting Eligibility and Validity

- (a) Members of the Editorial Board and the Editor-in-Chief are permitted to vote
- (b) Voting may only take place during meetings
- (c) Only specified matters or matters specified by the Editor-in-Chief require a resolution
- (d) Matters requiring resolution include;
 - (i) Approval of Editorial or Investigative articles
 - (ii) Removing of Member
 - (iii) Publication of contributions
 - (iv) Alterations to Nameplate
 - (v) Alterations to and enacting Bylaws

6.2 Proxy Voting

Proxy voting is not permitted

Section 7 - Signing Authority

The Editor-in-Chief (together, if more than one) and The Sponsor (together, if more than one) hold signing authority for matters requiring such

Section 9 - Effectivity

4. (1) - Invalidity and Unenforceability

The invalidity or unenforceability of any provision of this series of Bylaws as determined by the Editor-in-Chief or The Sponsor shall not affect the validity or enforceability of the remaining provisions contained in these Bylaws.

4. (2) - Effective Date

Subject to matters requiring a resolution, this document shall be effective when made by CERTIFIED to be The Bylaws of *The Newspaper*, as enacted via resolution on the 28th day of March, 2021.

Last amended
30th day of August, 2021