

# Senior Class Council

## 2011-2012

### Application Packet



Important Dates	
March 15 (T)	Applications available online
March 15 (T)	Media Center 2:30 - questions answered about application and/or election process
March 21 (M)	Applications due, room 25. <b>(By 1:45 or not accepted)</b>
March 24 (TH)	Posting of eligible candidates
March 28 (M)	Primary campaigning begins
March 29-31 (T-TH)	Primary Voting
April 1 (F)	Primary Finalist Meeting, room #25, 1:50 pm
April 4-7 (M-TH)	Final campaigning begins
April 4 (M)	Interviews starting at 1:30
April 5 (T)	Spirit Bowl-Intro. candidates
April 5-7 (T-TH)	Final Voting
April 8 (F)	Officers announced at Election Dance - 8:30
April 26 (T) <b>6:45 am</b>	Measure for Sweater (\$35 deposit due), shirts & pictures.

Primary Election Format	
Popular vote by classmates	100%

Final Election format comprised of 4 parts:	
1. Application Packet	5%
2. Popular vote by classmates	30%
3. Interview with Advisors, Senior Class Officers & Administration	35%
4. Teacher Recommendations	30%

### Senior Class Council Positions for 2011 - 2012:

President  
 Vice President  
 Secretary  
 Programs  
 Activities  
 Publicity

# ●Application for Senior Class Officer●

Name: \_\_\_\_\_

Name 3 positions you would prefer to serve:

1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_

## Instructions for handing in the Application for Senior Class Officer

- Check off the following items as they are placed in the application to be returned.
- **Items must be in order listed & bound.**
- Turn into Mrs. Belliston (room 25) by the filing deadline Monday, March 21, 1:45 P.M. **No applications will be accepted after 1:45 P.M.**
- **Missing items will automatically eliminate the application from being accepted. Time extensions will not be given. Ask if you have questions!**

### The application (portfolio) should include:

\_\_\_\_\_ A **current** photograph of yourself (3x5 or 4x6 only)

\_\_\_\_\_ A copy of your transcript from Tina Caudill (Registrar) in the counseling office. Must have a cumulative (9<sup>th</sup> - end of this year's 3<sup>rd</sup> quarter) 3.0 G.P.A, **with no F or NC grades in any class.** Must maintain 3.0 average in order to remain in office if elected, a full time student at American Fork High School, and pass Administrative approval.

\_\_\_\_\_ Typed paragraph on "What I Can Contribute to Our School if Elected to the Senior Council. (Please use attached form.)

\_\_\_\_\_ Completed Senior Class Officer Candidate Questionnaire

\_\_\_\_\_ Application Agreement Page

\_\_\_\_\_ Completed Personal Information & Class Schedule Form

\_\_\_\_\_ Completed Parent/Financial/Transportation Permission Slip

\_\_\_\_\_ Recommendations returned from all of your teachers. (It is your responsibility to see that all recommendations have been returned, **by your teachers**, to Mrs. Belliston before the filing deadline.)

<b>Application Criteria</b>	<ul style="list-style-type: none"> <li>■ Neatness - typed or written extremely legible</li> <li>■ Professional appearance - no mechanical or grammatical errors, bound or report cover</li> <li>■ Completeness of answers to questions</li> <li>■ Correct order</li> </ul>
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- **Please be aware that if you are elected, you will be required to be enrolled in a Senior Council class during A4. Elective credit will be given.**



## Personal Information & Class Schedules

<b>Name:</b>	
<b>Address:</b>	
<b>Home Telephone Number:</b>	<b>Cell #:</b>
<b>Parents/Guardians:</b>	
<b>email address:</b>	

<b>Extra curricular activities involved in:</b>	
<b>Place of work:</b>	<b>Days &amp; Hours worked:</b>

Current Class Schedule			
Period	Class	Teacher	Room #
A1			
A2			
A3			
A4			
B1			
B2			
B3			
B4			

Anticipated Class Schedule For Next Year			
Period	Class	Teacher	Room #
A1			
A2			
A3			
A4	Senior Council	Belliston	25
B1			
B2			
B3			
B4			

# AFHS Senior Council

## ■ Teacher Recommendation Form ■

<b>(Confidential) Teacher Recommendation Form</b>		
Candidate:	Teacher:	
Period:	Subject:	
Preferred Office 1.	2.	3.

- Please rate the above candidate who is running for a Senior Class Office.
- This form will be kept confidential, and the candidate will not see any comments from any individual teacher.
- Candidates for Senior Class are judged in three areas:
 

Teachers' evaluations 30%	Personal Portfolio 5%
Personal interview 35%	Popular Vote 30%
- Your honest evaluation is important to this election process. Thanks for taking the time to fill out this form.

**DO NOT RETURN THIS FORM TO THE CANDIDATE. PLEASE RETURN TO KRISTI BELLISTON (ROOM 25) OR PUT IT IN HER BOX by Monday, March 21.**

Thanks,  
Kristi

The following is a list of characteristics we would like you to consider in rating this student.

■ Honesty & integrity	■ Respects authority	■ Promptness/Dependability
■ Attitude	■ Works hard in class	■ Takes initiative
■ Friendly & considerate	■ Ability to meet deadlines <small>(Completes tasks &amp; Assignments on time)</small>	■ Ability to work well with students teachers, & adults

Overall rating of this candidate  
(circle one)

1---2---3---4---5---6---7---8---9---10

Please comment on the candidate's overall qualifications to serve as a Senior Class Officer:

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\_\_\_\_\_  
Teacher's Signature

## Financial & Transportation Parent/Guardian Permission Slip



**Measuring the Sweater:** (April 26<sup>th</sup>, 6:45 a.m.) Sweater deposit of \$35 must be made before this date. Sweater cost is between \$150-\$185 and must be paid in full before the “Swearing in Ceremony” in August.

**Measuring the Council Shirts:** (April 26th, 6:45 a.m.) Must be paid in full before school is out in order to have the shirts for the summer activities. Cost will be between \$20 - \$35.

**Council Pictures:** (April 26th, 6:45 a.m.) Pictures of the new Senior Council will be taken. Best dress is required and the best part is, there is no charge!

**Parent Meeting:** (Thursday, April 21, 7:00 pm) Meeting at AFHS. Agenda will include Council clothing, Retreat, Swearing in Ceremony.

### Transportation

● It is the responsibility of the elected officer’s parents/guardians to provide transportation for their child. This can be done by transporting them or providing them with a means of transportation. By District mandate, Advisors are not allowed to organize car pools or provide transportation for officers. If car pool arrangements are made, you will need to secure permission from the parents of the students being transported. \*If an emergency arises (determined by either the Advisor or parent/guardian) we would like your permission to transport your student. Your signature relieves us of any liability & indicates you are willing to support the transportation obligations required.



\_\_\_\_\_  
(Parent/Guardian Signature)

Home Phone #: \_\_\_\_\_

Work Phone#: \_\_\_\_\_

Cell Phone#: \_\_\_\_\_

● As the parent/guardian of the candidate, I am willing to comply and support my student in the financial and transportation obligations that will be required of him/her.

\_\_\_\_\_  
(Parent/Guardian Signature)

\_\_\_\_\_  
(Date)

# Primary Election Guidelines

1. *No current officer may help campaign for any candidate or openly support a candidate.*
2. Use of the school copy machine for campaigning is **not** permitted.
3. Each candidate may spend up to \$20 or their own money on campaigning supplies.
4. Food that is NOT commercially wrapped may not be distributed.
5. Poster Format:

## **Election Posters:**

- Only two (2) posters per candidate may be up at the same time
- Seniors must be on **black poster board** - only!
- Maximum size: ½ Poster Board size
- One (1) poster is advertising you, using your theme.
- One (1) platform poster must state the goals you have chosen to accomplish for yourself and the counsel for which you are running.
- All posters should have appropriate content and **MUST** have the approval and signature of Mrs. Belliston, room 25, before being hung.

## **Posters may be placed as follows:**

- One poster (advertising yourself ) in designated area in the Commons by the lunch room.
  - One poster (platform poster) in the hall by the drama room, on the tack strips.
6. No Stickers allowed!
  7. Campaign materials may only be distributed within the school building.

## **Primary Election Dates:**

- |                 |  |
|-----------------|--|
| Mon. March 28   | Campaigning begins. Posters can be approved between 7:00 A.M. - 7:30 A.M. (Mrs. Belliston, room 25). Candidates must supply all needed supplies to hang posters. (Clear duct tape & tacks) All candidates are responsible for the maintenance of their posters.                              |
| March 29-31     | Primary Voting will be during lunch in the designated room for current Juniors. Students will need to show picture ID to be eligible to vote. Candidate names will appear with an assigned number in alphabetical order. Encourage voting and have fun! Students will vote for 6 candidates. |
| Friday, April 1 | All candidates will meet in Mrs. Belliston's room (1:50) where finalists will be announced. Each eliminated candidate is responsible for removing his/her posters.   |

**Any candidate found in violation of any of these rules will be disqualified**

# Final Election Rules

## Final Election Dates:

Monday, April 4	Campaigning begins.
Monday, April 4	Mandatory Personal Interviews with the Election Committee beginning at 1:30 P.M. Be aware of scheduled time & contact Mrs. Belliston immediately if there is a problem.
Tuesday, April 5	Introduction of candidates at Spirit Bowl.
Tuesday, April 5-7	Final voting will begin at lunch in the designated room. Students will need to show picture identification to be eligible to vote. Voting will also take place after school from 2:20 – 2:45 p.m. April 6 & 7, voting will begin at 7:15 a.m. – 7:40 a.m., during lunch and after school. Candidate names will appear with an assigned number in alphabetical order. Students will vote for 6 candidates.
Friday, April 8	Candidates are responsible for moving their individual posters into the gym and securing them to the walls to be used as decorations for the Election Dance that night. You are responsible for supplying your own clear duct tape for hanging posters. Must be completed by 3:00 P.M.
Friday, April 8	Candidates are expected to be to the Election Dance by 8:30 P.M. and remain there for the entire evening. The council winners will be announced @10:15 P.M. *Newly elected officers will be responsible for cleaning up after the dance.

- All rules applicable for the PRIMARY ELECTIONS are still in effect.
- Each candidate may spend an additional \$20 of his/her own money on his/her personal campaign.
- All new posters MUST have approval by Mrs. Belliston before being displayed.

**Any candidate found in violation of any of these rules will be disqualified.**



# Senior Class Office Job Descriptions

Class Office	Major Responsibilities
<b>President</b>	<ul style="list-style-type: none"> <li>• Is in charge of all class affairs, making sure everything Senior Officers are in charge of is completed.</li> <li>• Presides at Senior Council meetings</li> <li>• In charge of Senior Class gift left to the school.</li> <li>• Senior Sweats/shirts</li> <li>• Student Council Party</li> <li>• Participates in graduation</li> </ul>
<b>Vice President</b>	<ul style="list-style-type: none"> <li>• Aides the president in assigned duties</li> <li>• Presides in the absence of the president</li> <li>• Is in charge of all service projects</li> <li>• Senior Sob DVD</li> <li>• Member of Legislative Council</li> <li>• Participates in graduation</li> </ul>
<b>Secretary</b>	<ul style="list-style-type: none"> <li>• Keep a record of council meetings</li> <li>• Take roll</li> <li>• Help make a picture record of the school year for use in the Senior Sob Assembly</li> <li>• Write all correspondence</li> <li>• Participates in graduation</li> </ul>
<b>Program Vice President</b>	<ul style="list-style-type: none"> <li>• Is in charge of assemblies/spirit bowl</li> <li>• Senior Sob Video in cooperation with the Vice President</li> <li>• Participates in graduation</li> </ul>
<b>Activities Vice President</b>	<ul style="list-style-type: none"> <li>• In charge of Senior Dances (Preference)</li> <li>• In charge of Senior Dinner Dance</li> <li>• Participates in graduation</li> </ul>
<b>Publicity Vice President</b>	<ul style="list-style-type: none"> <li>• In charge of publicizing all Senior Class activities which would include posters, videos, PA announcements, dance tickets, &amp; advertising.</li> <li>• Participates in graduation</li> </ul>

\*These class office descriptions are general and may be distributed differently as necessary. There may also be additional duties.

**\*Please limit your response to the inside of this box! Thanks**

## **Senior Class Council 2012**

Name: \_\_\_\_\_

**This is what I can contribute to our school if elected:**

# Application Agreement Page

**Candidate for Office** (This section should be signed by the person who is running for office.)

- I have completed the entire application
- I understand what will be expected of me if I am elected to office.
- I am willing to abide by all the expectations and regulations explained in the application and support the advisor.

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(Candidate's signature)

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(Date)

**Parent/Guardian** (This section should be signed by a parent/guardian who is supporting the person running for office.)

- I have read and reviewed the application
- I understand what will be expected of my child as he/she runs for office and also if is elected to Senior Council.
- I am willing to support the advisor and the expectations and regulations required of my child as explained in the application.

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(Parent/Guardian's Signature)

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(Date)

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(Parent/Guardian's Signature)

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(Date)

