



2020-2021 Student Council Application

“There is a difference between interest and commitment. When you are interested in doing something, you do it only when it is convenient. When you are committed to something, you accept no excuses, only results.”

–Ken Blanchard

Candidate Checklist:

- Student Council application completely filled out
- Attached current SchoolTool report/transcript
- 2 teacher signatures
- Attached answers to 1 question
- Application signed by student and parent
- Packet turned in on time (Due Date: November 3rd, 2020 turn in to Main Office)

If you have any questions please contact:

Mrs Penna (apenna@bbschools.org) or Miss Hill (ahill@bbschools.org)

Name: _____ Grade: _____

Office you are running for:

- President
- Vice President
- Secretary
- Treasurer
- Public Relations Director

1. Please print a current SchoolTool report/transcript that shows your cumulative grades for this academic year. Attach to completed application.
2. Teacher Recommendation:

Teacher Name	Teacher Signature

3. Please answer one of the following questions completely and thoughtfully in one paragraph. Please write or type your responses on a separate sheet. Attach to application.
 1. In your opinion, what is the purpose of a Student Council in a school?
 2. Why do you want to be a part of Student Council at Byron-Bergen?
 3. What are specific examples of how you have shown leadership in the past year?
 4. In your own words define "role model." What does being a role model mean to you?
 5. Student leaders show qualities that distinguish them from others. What makes you unique? Why do you stand out in a crowd?
 6. In terms of leadership, what distinguishes you from other candidates and peers who also have strong leadership potential?
4. What ideas do you have for this year? Please keep in mind social distancing!

5. Student Council Expectations:

- I agree to conduct myself in a way that evokes respect from my teachers, other school personnel, peers, and the community both during and outside of school.
- I understand that members must have and maintain a record of good citizenship throughout the entire term of office which includes attending and being on time to all classes on a regular basis.
- I understand this position is for the term of one academic school year.
- I understand that while social media has a large impact on advertising and the success of events, I am solely responsible for what is posted to my social media site. I realize that it may be monitored and there may be consequences for postings that do not reflect myself, my organization, or my school in the best possible light.
- I understand that Student Council REQUIRES after school, online, evening and weekend attendance.

I, _____, hereby accept the responsibility of becoming an official representative of Byron-Bergen Jr./Sr High School and will act accordingly.

X _____
(Student Signature)

I, _____, have read and understand the above agreements. I also understand that the Student Council REQUIRES after school, evening and weekend attendance and give approval for my son/daughter to apply for this position.

X _____
(Parent Signature)

Parents if you have any concerns or questions please feel free to contact Alanna Penna (apenna@bbschools.org) or Ashley Hill (ahill@bbschools.org), before the application deadline.

Role of the President

Outline of president's responsibilities:

- Run all student council meetings
- Work with the vice-president and advisors to develop meeting agendas
- Coordinate the work of the council through the other officers and committees. Give assistance, guidance, and praise when appropriate.
- Act as a facilitator of group discussions by summarizing, clarifying, etc.
- Know basics of meeting procedures to ensure smooth meetings
- Maintain frequent contact with faculty and administrators.
- Work closely with the student council advisors on all planning.
- Attend community group meetings to serve as a spokesperson for the student council.
- Speak at local events or meetings when required.
- Call executive meetings, as needed
- Participate in students council sponsored activities

Role of the Vice President

Outline of vice president's responsibilities

- Work closely with the president
- Assume the president's duties, if necessary (READ ABOVE)
- Coordinate the work of the committees and chair an important committee
- Work with the president and treasurer in preparing the budget and calendar.
- Assist the president in preparing meeting agendas.

Role of the Secretary

Outline of the secretary's responsibilities

- Prepare and distribute the agenda for meetings
- Take attendance at the meeting
- Take minutes of the proceedings of all student council meeting
- Prepare and distribute minutes in a timely manner
- Maintain Student Council Google Doc file of original agendas and minutes
- Type all required letters of the president, vice president, and advisors

- Maintain files of student council
- Maintain contact information of people with which the student council regularly works
- Send thank you notes, cards, or correspondence to teachers, administrators, and support staff members.
- Produce a student council directory of contact numbers

Role of the Treasurer

Outline of treasurer's responsibilities:

- Work closely with the president and vice president in preparing a workable year long calendar and budget.
- Oversee council expenses and revenues
- Maintain an accurate and detailed financial record
- Give monetary advice to the student council.
- Understand the policies the school has in regard to use of student finances and explain them when necessary.

Role of the Public Relations Director

Outline of Public Relations Director responsibilities:

- Keep student body informed of events, fundraisers, and service projects
- Obtain approval for events
- Responsible for gathering student feedback outside of the Council
- Help maintain student council website
- Participate in student council sponsored activities/events