

Palo Verde High School

Application for Freshman Class Office

Student Council is the most important organization to serve as its members provide the student body with school spirit, panther pride and events and memories that last a lifetime. You have now decided to be a class officer and serve the students of Palo Verde. In order to run for a class office, this form and its components are **DUE BY TUESDAY, August 7, 2018, AT APPROXIMATELY 12:30PM IN ROOM 402; THERE IS A MANDATORY MEETING ON THIS DAY AND TIME AS WELL (immediately following orientation).** Officers will have responsibilities in addition to what is described below.

Last Name: _____ First Name: _____

Student ID # _____ Home Phone #: _____ Your Cell Phone #: _____

Parent/Guardian's Name: _____

Position you are running for (ONLY ONE): _____



Offices Available and General Duties

- | | |
|-------------------|--|
| A. President | Directs all projects and activities (including organization of Homecoming float/hallway) |
| B. Vice President | Assists the president; in charge of planning service projects for the class. |
| C. Secretary | Takes effective minutes of all meetings & submits them to appropriate advisers. |
| D. Treasurer | Fundraisers: keeps an accurate record of where money comes from and goes . |
| E. Historian | Creates a scrapbook of all events done throughout the year |
| F. Webmaster | Responsible for social media, advertising, video announcements, etc. |



Requirements

1. All Officers: Must have and maintain a 3.0 cumulative GPA throughout the school year.
2. Must be a member of the Palo Verde High School student body (currently enrolled)
3. While in office, must have no N's or U's in citizenship.
4. Must not have any dean referrals one week prior to or any time during the election process.
5. Must submit 8th grade, semester II report card and an essay along with the application.
6. Must have a typed, half-page letter of recommendation from a non-relative adult submitted in a sealed envelope with the seal signed by the author of the letter.
7. Must be properly elected to the student body of Palo Verde High School.
8. Must enroll in leadership class for the 2018-2019 school year, if elected, and pay a \$150 for class materials, etc.
9. There will be requirements to work outside of the regular school day and some during lunches.



Campaign Guidelines and Instructions (CAMPAIGNING BEGINS August 13th and ends August 17th)

1. Each candidate must decide which office he/she is running for at the pre-election meeting on August 7th, 2018, at 12:30pm. **NO CHANGES WILL BE PERMITTED AFTER THE MEETING.**
2. EVERY CANDIDATE will have one sheet sign(made out of a bed sheet or fabric) that will be hung in the quad by the current Palo Verde Student Council. No professionally made signs may be used.
REQUIREMENTS:
A.) Sheets must be 3 ft wide by 5 ft tall (signs will be hung vertically)
B.) You may use any colors you want, and all materials must be purchased by you.
C.) In order for your sheets to be displayed in the quad, you must turn them in to Mrs. Vacante (402) by 7:55am on Monday, August 13th.
3. **Campaign slogans must be in good taste.** Humor is fine, as long as it is issued to promote the candidate and his/her qualifications in a positive manner. If you're not sure, ask Mrs. Vacante before you make the sheet sign.
4. Each candidate may hang up to 25 flyers (MUST BE STAMPED & APPROVED by Mrs. Vacante first) on BULLETIN BOARDS throughout the campus OR in TEACHER CLASSROOMS with permission.
***YOU MAY NOT HANG FLYERS ON HALLWAY DOOR WINDOWS, OTHER WINDOWS, LOCKERS, RAILINGS, ETC.**
5. Handing out flyers is prohibited, but you may hand out 25 small name badges or lanyards (MUST BE STAMPED & APPROVED by Mrs. Vacante first).
6. All campaign materials must be removed *before* the post-election meeting on **Friday, August 17th, 2018, at 2:30pm in room 402.**
7. The candidate is responsible for running his/her campaign and any materials or actions done in his/her name.
9. Campaigning must not interrupt the school day (i.e. taking class time to make an announcement for your campaign).

10. Any candidate caught damaging or defacing other candidates' campaign materials will be disqualified.
 11. Please check signs, flyers and lanyards for spelling.
 12. All campaign materials must be approved by Mrs. Vacante before hanging them or it will result in disqualification. CAMPAIGN SLOGANS MUST BE SUBMITTED VIA E-MAIL TO Mrs. Vacante (vacancj@nv.ccsd.net) BY FRIDAY, AUGUST 10, 2018; you must get your slogans approved prior to hanging anything on campus.
 13. Nothing of monetary value (i.e. candy, t-shirts, food, etc.) may be given to potential voters on behalf of a candidate's campaign.
 14. WORD OF MOUTH is the best way to campaign! (You may use all social media to campaign, but YOU are responsible for the content and material, and you will be disqualified for any and all actions, words and/or pictures posted for your campaign that violate CCSD and Palo Verde school rules).
 15. All rules are subject to the interpretation of the Palo Verde Student Council Advisors and Administration (Mrs. Carque).
 16. ALL candidates are required to present a speech on Thursday, August 16, on their lunch (based on their 5th or 6th period). Each candidate will have no more than 30-seconds for his/her speech.
- REQUIREMENTS:
- A.) Only YOU may present your speech.
 - B.) You MUST say your name, what you are running for, your purpose for running, and provide your vision for PVHS.
 - C.) The only prop you may have is your speech handwritten or typed; speeches due for review on 8/13, by 3:00pm



Important Dates to Remember

- Tuesday, August 7: Applications due by 12:30 in room 402; mandatory campaign meeting in room 402 at 12:30 following freshmen orientation.
- Monday, August 13: Campaigning begins on-campus at 7:30a.m.; you may hang flyers and pass out lanyards.
- Monday, August 13: Your sheet signs are due to room 402 by 7:55am; you may also bring before on 8/9 or 8/10.
- Monday, August 13: Your 30-second, typed campaign speech is due to Mrs. Vacante by 3:00p.m. If you do not submit a speech, you will be disqualified. You can type or handwrite, but be sure you have a copy for yourself. You may email Mrs. Vacante a copy or turn in a hard copy; either way, I will not return them to you for your speech. Again, BE SURE TO HAVE YOUR OWN COPY FOR YOUR SPEECH.
- Thursday, August 16: Speeches during your lunch.
- Friday, August 17: General elections (voting) will take place. Details TBD.
- Friday, August 17: A post-election meeting will be held for ALL candidates after school in room 402. ALL signs and flyers must be disposed of properly BEFORE the meeting. You must show up to this meeting even if your office is unopposed.



Application Requirements(must be completed and turned in to be on the ballot)

- On a separate sheet of paper, list other activities both in-school and outside of school, in which you plan to be involved during the 2018-2019 school year and speculate as to how much time they will require per week.
- On another separate piece of paper, specifically tell why you want to be a Class Officer at Palo Verde High School. Be sure to discuss why you would be an important asset to the council. This should be one-full page, typed, and double-spaced.
- Must submit 8th grade, semester II report card
- You must also have a non-relative (preferably a coach, teacher, or advisor) write a half-page to a page letter of recommendation. This must be placed in a sealed envelope and signed on the seal by the person who wrote it; this letter is to remain confidential.

This contract is an agreement that I will make a commitment to the student body. I understand that I will be responsible for many duties, an evaluation of my performance will be made, and that student council is not always an "A" class. I know that I must devote a lot of time outside of class to accomplish these tasks and be able to spend extra time to meet certain deadlines. I also agree to keep a minimum of 3.0 GPA with no F's, N's or U's in any class for the entire 2018-2018 school year. If I fail to meet these grade standards, I may be put on probation or removed from Student Council. By signing this application, I agree to dedicate myself to Palo Verde High School.



Student Signature _____ **Date** _____

As a parent, I agree to support my son/daughter in all of their student council responsibilities. I have read this application in its entirety and will not hesitate to ask any questions of the advisor, when necessary.



Parent Signature _____ **Date** _____

If you have any questions about this application or about student council, please feel free to contact Mrs. Vacante, Student Council Advisor, at 799-1450 ext. 4075 OR via email: vacancj@nv.ccsd.net *all dates are subject to change at the discretion of the advisor*