

1.

Albert M. Greenfield School Student Council 2018-2019

Dear Student:

We are so excited that you are considering becoming a student council member. Student Council is the organization that is designed for you to improve your leadership, communication, and event planning skills. As a student council member you will have a variety of duties which will require you to be creative in your ideas and flexible in your schedule. Our goal as a student council is to develop events that promote school spirit and a sense of community both during and out of school hours. Planning successful events requires a lot of communication, both in and out of meetings. The more you put into it the more your Student Council will be able to accomplish. If you are interested, please read the packet thoroughly, talk with your parents and then turn in a completed application by Monday, Sept 17th.

Students are welcome to apply for **ONE** position. If you have questions, concerns, or ideas, please don't hesitate to stop by main office and talk with Capt. Kurk or Mrs. Monica in the office.

Mission:

To provide leadership opportunities for interested students of the 6th – 8th grade. Student Council students will exemplify and execute essential core values stated in the "Student Council Handbook". Student council will work closely with student, staff, parents and administrators to ensure the enthusiasm, promoting and building school spirit, peer mediation and building a positive student-staff relationship.

Objectives and Goals:

Student Council will:

- Promote school events and programs
- Develop skills to mediate student interactions
- Improve peer relationships
- Develop excellent communication and public speaking skills
- Assist and lead Junior Coach program
- Voice concerns and ideas from the student body

Requirements for Candidates:

- Demonstrate excellent Student behavior
- Maintain GOOD academic standings.
- Actively participate in trainings, meetings and events (Once a week)
- Ability to remain current on all assignments and projects during term of service
- Willingness to serve others

2.

Albert M. Greenfield School Student Council 2018-2019

Student Council Members

President (8th Grade)

Vice President (7th-8th Grade)

Secretary (6th-8th grade)

Treasurer (6th- 8th Grade)

Public Relations Officer (6th- 8th Grade)

Class Representatives (All grades)

Application Process

With over 600 students it is challenging to know everyone, and since we don't have time for debates and more intense campaigning 5 members at each grade level (6th-8th) will be appointed based on their completed applications, so please take the application process seriously.

1. Complete the entire attached application.
2. Have parents complete the appropriate section
3. Please be sure to submit the teacher recommendation forms along with the application.
4. Return completed application and forms to Capt. Kurk mailbox by **Monday Sept. 17th at 9:00 am.**
5. If your application is complete, school standing is secure, and the staff committee approve your candidacy your name will be announced during the afternoon announcements.
6. **Tuesday Sept. 18th** voting for primary office will begin:
 - 7th- 8th grade students will vote (in class) for candidates for President. (Top 2 students with majority vote will advance)
 - 7th- 8th grade students will vote (in class) for candidates for Vice President. (Top 2 students with majority vote will advance)
 - 6th-8th grade will vote (in class) for candidates for Treasurer, Secretary, Public Relations Officer. (Top 2 from each grade will advance)
7. All students selected to advance will be announced **Tuesday Sept. 18th**
8. **Monday Sept. 24th-28th** you may begin campaigning (see rules on the next page).
9. Voting will take place **Monday (morning) Oct. 1st**
10. 2018-2019 Student Councils will be announced at the end of the day on Tuesday Oct. 2nd

Available Positions for Middle School Student Council and Job Descriptions

Albert M. Greenfield School

Student Council 2018-2019

Executive Branch (5)

- **President:** The Middle School Student Council President sets the agenda for all Middle and Elementary School Student Council Activities with the assistance of the Middle Activities Coordinator (volunteer Mrs. Monica Johnson). By setting the agenda their responsibilities involves but is not limited to keeping the council on task, creating goals, executing and developing activities, delegating responsibilities, leading weekly meetings, leading team building activities and planning logistics for events. The President has the largest time commitment of all Council positions. The President should have good leadership and communication skills. This position is elected by the entire student body. President will take lead and assist with the execution of the Junior Coach Program. This position will be voted on in Homerooms.
- **Vice President:** The Middle School Student Council Vice President helps to carry out the agenda set forth by the President and the Middle School Activities Coordinator (volunteer Mrs. Monica Johnson). Their responsibilities involve but are not limited to executing and developing activities, leading weekly meetings, leading team building activities, planning logistics for events. In the event the President is not present or unable to fulfill his/her duties the Vice President would assume the role of the President. The Vice President should have good leadership and communication skills. Vice president will help lead and assist with the execution of the Junior Coach Program. This position is elected by the entire student body. This position will be voted on by student body.
- **Secretary:** The Middle School Student Council Secretary helps to carry out the agenda set forth by the President and the Middle School Activities Coordinator (volunteer Mrs. Monica Johnson). Their responsibilities involve but are not limited to keeping minutes during Council meetings, helping execute and developing activities, lead team building activities, help plan logistics for events. The Secretary should have good organizational and communication skills. In the event the President, and Vice President are not present or unable to fulfill his/her duties the Secretary would assume the role of the President or Vice President. This position will be appointed by the Middle school activity coordinator. Secretary will help lead and assist with the execution of the Junior Coach Program.
- **Treasurer:** The Middle School Student Council Treasurer will assume the role of Secretary, Vice President or President in the event none of them are present or able to fulfill their duties. The Treasurer is responsible for collecting and budgeting money during activities. The Treasurer should have good math and logistical skills. Treasurer will help lead and assist with the execution of the Junior Coach Program. This position will be voted on in homerooms.
- **Public Relations Director:** The Middle School Student Council Public Relations Director will assume the role of Treasurer, Secretary, Vice President or President in the event none of them are present or able to fulfill their duties. The Public Relations Director will keep student body informed of events, fundraisers and service projects. Obtain approval for events and actively communicate and maintain student council website and social media page. Public Relations Director will help lead and assist with the execution of the Junior Coach Program.

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- **K-8th Grade (Classroom Representatives)** One boy and One girl
The Classroom Representatives' job is to communicate with their class and represent their opinions, beliefs, and values to help achieve goals and ambitions set forth by the class. Representatives must attend meetings, help plan events, and collaborate with the executive branch. Their speeches will take place in their assigned homeroom class and be voted only by the classmates of their assigned class. Their speeches will take place in homeroom.

Responsibilities and duties, if elected:

- Attend and actively participate in all Student Council meetings (3:00 - 4:30 p.m. every Tuesday).
- Communicate often with your council members and moderator about events and activities for the school.
- Talk with a variety of classmates and report their concerns and hopes for the school to council and encourage the council to act where possible.
- Participate in Student Council sponsored events and advertise those events to ALL of your class members.
- Exemplify leadership and be a positive role model.
- Brainstorm, problem solve, be creative, dream about making your time at GreenField unique!

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Candidacy Eligibility Form for Middle school Student Council Positions include: President, Vice President, Secretary, Treasurer, Public Relations Director.

Section I		
Name (Print) _____		
I am currently in the grade (Circle one)	1 st 2 nd 3 rd 4 th 5 th 6 th 7 th 8 th	
The office I am seeking is (Circle one)	President Vice President Secretary	
	Treasurer Public Relation Director	
	Class Representative	
Section II		
Please Answer the following Questions		
<p>1. Are you willing and able to commit to weekly meetings Monday Afternoon 3:00 p.m. - 4p.m.? *These are MANDATORY meetings* (Yes, No)</p> <p style="text-align: center;">_____</p>		
<p>2. Are you willing to do committee work? (Yes, No) _____</p>		
<p>3. As Student Council Member, you are responsible and MUST attend all meetings and trainings. Student Council members are granted 3 unexcused absences. On the 4th absence Student Council Coordinator will reevaluate individual and ask for dismissal of student from student council. (Agree, Disagree) _____</p>		
Section III		
Please List other activities of your schedule that may interfere with student council planning.		
Activity	Dates	Time
_____	_____	_____
_____	_____	_____

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Section IV

Please Read the following

- 1. I understand that I must maintain and remain in good academic standings.**
- 2. I understand that campaign materials may not contain symbols of contraband or violence.**
- 3. Campaigning must be devoid of ethnic, racial, religious, or inappropriate language and behavior.**
- 4. I understand that I am to participate in fundraisers.**
- 5. I understand that it is imperative that I attend all meetings and activities.**
- 6. I understand that a flexible schedule is imperative in order to meet the requirements of my office as well as the goals of the Student Council.**
- 7. I understand that more than 3 unexcused absences will result in my dismissal from office.**
- 8. As a Student Council Officer, I will serve as an ambassador on behalf of the Greenfield Elementary. I understand that respect for my peers, teachers, and administrators is imperative in order to represent my school and community in an appropriate fashion.**
- 9. Student Council Officers are part of a team. I understand that my presence, participation on the Student Council team, and my support for my teammates are essential in creating a productive Student Council.**
- 10. Student Council requires officer participation in all functions.**

Student Signature _____ **Date** _____

Parent Signature _____ **Date** _____

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Section V

Student Acknowledgment of Student Council Application Requirements

I acknowledge that the requirements for election eligibility as well as for maintaining a position in Student Council, if I am elected, have been fully explained to me and provided to me in writing.

Student Signature _____ Date _____

Parent Signature _____ Date _____

Section VI

Parent Acknowledgment of Student Council Application Requirements

I acknowledge that I reviewed the requirements for my child to run for Student Council as well as the requirements for my child to maintain and remain in good academic standings.

Parent Signature _____ Date _____

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Section VII (Teachers Use Only)

Teacher Recommendation Form

*****To be completed by a teacher from the previous school year *****

Please answer the following questions: (Note: the student will not see this form once you complete it)

Name of Applicant: _____

Position applicant is seeking: _____

Grade: _____

1. How long have you known this student? _____

2. Please describe any good/bad experiences you had with this student. _____

3. Do you feel this person would be a good representative of Greenfield and the position they are seeking? If not, please explain your opinion.

Please be honest in your appraisal of the student, as you know this student best, and can determine whether or not he/she will do a great job representing

Albert M. Greenfield School Student Council 2018-2019

Greenfield Elementary.

Always		Sometimes		Never
4	3	2	1	0

1. Regular attendance	4	3	2	1	0
2. Participation	4	3	2	1	0
3. Work ethic	4	3	2	1	0
4. Attitude	4	3	2	1	0
5. Interpersonal Skills	4	3	2	1	0

Teacher signature _____ Date _____

Please return this form to Captain Kurk or Monica Johnson