

**Student Council  
Executive Council Elections  
May 30th, 2023**

**Are you interested in running for a Student Council Office?**

- Attend a meeting for prospective candidates (grades 5-7) at 12:45 on Monday, April 24th in the gym
- Submit your letter of intent to run by Friday, May 5th to Mrs. Vachon
- Hang your campaign posters starting after school on Friday, May 19<sup>th</sup>
- Turn in your speech to Mrs. Vachon for approval by Friday, May 19<sup>th</sup>
- Give your speech LIVE in the MPR on Tuesday May 30th at 8:30am
- Vote online in your homeroom following the speeches
- New Executive Officers will be announced by Friday May 30th before the end of the day
- Any questions?? Ask Mrs. Vachon [avachon@stedschool.org](mailto:avachon@stedschool.org)

**Positions and Eligibility**

- **Current 4<sup>th</sup> Graders – 5<sup>th</sup> Grade Officer**
- **Current 5<sup>th</sup> Graders – 6<sup>th</sup> Grade Officer, Faith Commissioner**
- **Current 6<sup>th</sup> Graders – 7<sup>th</sup> Grade Officer, Vice President, Faith Commissioner, Events Commissioner**
- **Current 7<sup>th</sup> Graders – 8<sup>th</sup> Grade Officer, President, Faith Commissioner, Events Commissioner**

## Constitution of the Student Council

### ARTICLE I – NAME AND PURPOSE

Section One: Name – This organization shall be called the Associated Student Body Council (Student Council) of St. Edward the Confessor Parish School, Dana Point, California.

Section Two: Purpose – The purpose of this organization shall be to promote good citizenship, to encourage a high standard of Christian living, to stimulate school spirit, to demonstrate the practical application of democracy, and to advance the welfare of the school and its members in every possible manner through student leadership and dedication.

### ARTICLE II – EXECUTIVE COUNCIL POSITIONS

Section One: General Overview – The student body of St. Edward the Confessor Parish School, from Grades Three through Seven, will elect a ten-member Executive Council during the third trimester that will serve as their representatives during the subsequent school year.

Qualifications of Candidates – General:

1. Must be a leader in exemplifying a Christian attitude.
2. Must show by their example that they are willing to live by the rules of the Parish School Handbook.
3. Must take pride in our school and have the good of the school at heart.
4. Academic Processing Skills and Responsibility must be a B or better for every quarter in the current school year.
5. Must maintain an overall G.P.A. of a 2.5 or higher during every grading period while on student council.
6. Must be willing to attend weekly student council meetings during lunch period.
7. Participate in all assemblies
8. Adhere to the dress code policy; if more than two uniform infractions are earned, an officer may be suspended or dismissed from office at the discretion of the Student Council Advisor(s) and/or administration of the school
9. Attend all required special events such as Back to School Night and Open House
10. Appear weekly as an anchor on Monarch TV
11. Raise and take down the flag once a week
12. Must be willing to miss academic time for student council events and be prepared to make up all worked missed due to such events.

Section Two: Student Council Positions and Duties

**A. President**

1. Specific Qualifications
  - a. Must be in Eighth grade while in office
2. Duties
  - a. Supervises all student body activities
  - b. Responsible for hosting special ceremonies
  - c. Presides at all meetings of the Student Council
  - d. Presides over student body assemblies
  - e. Represents the school in student body activities with other schools
  - f. Prepares presentations for parent meetings when asked
  - g. Helps to plan assemblies for the student body

- h. Ensures that all teachers are well informed about all Student Council activities

**B. Vice-President**

1. Specific Qualifications
  - a. Must be in Seventh Grade while in office
2. Duties
  - a. Supports and encourages the President
  - b. Serves in the absence of the President
  - c. Takes charge of Student Body elections
  - d. Plans student body assemblies with President and Student Council Advisor(s)

**C. Events Commissioners (2)**

1. Specific Qualifications
  - a. Must be a Seventh or Eighth Grader while in office
2. Duties
  - a. Assists in planning and publicizing student body activities.
  - b. Makes contact and submit new stories to the school paper and local media with approval of the Student Council Advisor(s) and administration when needed.
  - c. Wears the mascot costume at school events.
  - d. Assists with field day when requested.
  - e. Organizes and plans school rallies when asked.
  - f. Helps to organize lunchtime fellowship activities.
  - g. Assists athletic director with after school sports and PAL events as needed.

**D. Faith Commissioners (2)**

1. Specific Qualifications
  - a. Must be in Sixth, Seventh, or Eighth Grade while in office
2. Duties
  - a. Must display an eagerness for spreading the Gospel message
  - b. Leads, coordinates and participates in All School Masses
  - c. Leads in prayer and pledge at all school assemblies and special events
  - d. Assist in all student body religious activities (drives, projects, etc.)

**E. Fifth Grade Officer**

1. Specific Qualifications
  - a. Must be in Fifth Grade while in office
2. Duties
  - a. Represents the concerns and wishes of the fifth grade class at Student Council meetings.
  - b. Communicates events and information from executive student council to the fifth grade student body.
  - c. Assists at all school assemblies.
  - d. Wears the school mascot costume when needed.
  - e. Helps Student Council Advisor(s) in any additional way.

**F. Sixth Grade Officer**

1. Specific Qualifications
  - a. Must be in Sixth Grade while in office
2. Duties

- a. Represents the concerns and wishes of the sixth grade class at Student Council meetings.
  - b. Communicates events and information from executive student council to the sixth grade student body.
  - c. Assists at all school assemblies.
  - d. Wears the school mascot costume when needed.
  - e. Helps Student Council Advisor(s) in any additional way.

#### G. **Seventh Grade Officer**

- 1. Specific Qualifications
  - a. Must be in Seventh Grade while in office
- 2. Duties
  - a. Represents the concerns and wishes of the seventh grade class at Student Council meetings.
  - b. Communicates events and information from executive student council to the seventh grade student body.
  - c. Assists at all school assemblies
  - d. Wears the school mascot costume when needed.
  - e. Helps Student Council Advisor(s) in any additional way.

#### H. **Eighth Grade Officer**

- 1. Specific Qualifications
  - a. Must be in Eighth Grade while in office
- 2. Duties
  - a. Represents the concerns and wishes of the eighth grade class at Student Council meetings.
  - b. Communicates events and information from executive student council to the eighth grade student body.
  - c. Assists at all school assemblies.
  - d. Wears the school mascot costume when needed.
  - e. Assumes the duties of the President in the absence of both the President and Vice President.
  - f. Helps Student Council Advisor(s) in any additional way

### ARTICLE III – ELECTION PROCEDURES

#### Section One: Nomination Procedures

- A. **Letter of Intent to Run:** All potential candidates must submit a one-page letter, typed or hand written, which includes:
  - 1. The candidate's name and grade level
  - 2. The office for which the candidate is running
  - 3. Why the candidate is interested in student council
  - 4. Candidate's personal qualifications (may include personality traits, leadership experience, etc)
  - 5. How the candidate can best contribute to the school community by serving in this office.
  - 6. Signature from: the candidate, a parent, and homeroom teacher as a testimony to the qualifications outlined above.
  - 7. Letter must be submitted on or before **Friday May 5th** in order to be eligible to run
  - 8. Letters may be turned into the Welcome Center or to Mrs. Vachon
  - 9. Letters that do not meet the above criteria will not be accepted.

## B. **Publicity/Posters**

1. Candidates may hang a total of four posters or flyers in the hallways downstairs, and a total of four posters in the hallways upstairs.
2. Candidates may hang no more than a total of **eight** posters. Posters may not be hung in classrooms.
3. Candidates must provide their own posters and blue tape for hanging. The school will not furnish these materials (tape, poster boards, scissors, string, pens, markers, etc.) and work on these must take place outside of class. Posters must not exceed 22"x28" (standard poster board)
4. Posters may not be put up until after nomination letter is received and approved by the Student Council Advisor(s).
5. Posters may not be placed inside the gym/MPR
6. Posters must be removed by the end of the day following the elections.
7. None of the following may be used: candy, tokens, toys, food, stickers for students to take, etc. Use of these will lead to disqualification. (Empty candy boxes can be used)
8. Posters may be placed in the upstairs and downstairs hallways beginning **at 2:10pm on Friday May 19th**. Posters may continue to be placed throughout the election week.

## Section Two: Election Procedures

### A. **Election Speeches**

1. Candidates will prepare a written speech giving merits of their candidacy.
2. A written copy of the speech will be submitted for approval by the end of the academic day on **Friday, May 19<sup>th</sup>**.
3. Speeches may be submitted to the Welcome center or to Mrs. Vachon directly.
4. Speeches will be given live in front of the 3<sup>rd</sup>-7<sup>th</sup> grade student body on **May 30<sup>th</sup> at 8:30am**
5. Speeches may not be longer than **1 minute per person**. Any speech over the 1-minute mark will be cut short.
6. Mass uniform should be worn; costumes or outfits that enhance the speech may be worn in lieu of Mass uniform.
7. Students running as a pair for Event Commissioners and Faith Commissioners must give separate speeches, but can coordinate themes and tone
8. Props may be used to enhance the speech – no items may be passed out to the student body
9. Speeches should be positive in nature and not put down other candidates
10. No other people beside the candidate can appear in the speech.

### B. **Voting and Election results**

1. Candidate names will be listed individually and alphabetically on the ballot under each student council position.
2. Voting will take place in homerooms directly following Candidates Speeches.
3. Voting will take place electronically via Schoology.
4. Election results announcements will take place not later than on **Tuesday, May 30<sup>th</sup>** at the end of the day.