

# Palo Verde High School

## Candidate Information and Application Materials

This form and its components are **due February 26<sup>th</sup> at 1:30 pm at the pre-election meeting. Applications will be collected at the pre-election meeting in room 404. This meeting is MANDATORY for all candidates.**

### Elected Positions and General Duties:

- |                   |   |
|-------------------|---|
| A. President      | Responsible for the design and completion of all class council projects and activities    |
| B. Vice President | Organizes class council community service activities                                      |
| C. Secretary      | Responsible for meeting minutes, submitting them to appropriate advisors, & all paperwork |
| D. Treasurer      | Responsible for maintaining financial records, deposits, check requests, and fundraising  |
| E. Historian      | Keeps a scrapbook & documents all events done throughout the year                         |

*Class Council members must schedule and attend meetings with their Class Council Advisor on a regular basis.*

### Candidate Requirements:

1. **All Officers: Must maintain a 3.0 weighted cumulative GPA throughout the school year. Elected officers who do not maintain the required GPA WILL BE REMOVED FROM OFFICE. . Elected Officers can be removed from office with cause at the discretion of the Assistant Principal over Activities.**
2. Must be a member of the Palo Verde High School student body and the class year of which he / she is running to represent.
3. Must receive approval from the Dean's office. Your discipline record will be checked !
4. While in office, must have no N's OR U's in citizenship.
5. Must not have any dean referrals one week prior to or any time during the election process.
6. Complete a candidate petition form. You must have a petition of AT LEAST 100 signatures from members of the class of 2013. All signatures must be original (no Xeroxes) and must have signed name, printed name, and student number. All signatures must be of Palo Verde students.
7. You must have at least one positive ("Yes") recommendation from a teacher. Use the "Teacher Recommendation Form."
8. Must enroll in Ms. Lewis' Leadership Class for the 2009-2010 school year if elected - No exceptions !
9. ALL APPLICATIONS FORMS MUST BE COMPLETED AND SUBMITTED WITH THE APPROPRIATE SIGNATURES.
10. **If you win the office of President for your class, you are required to attend the NASC State Conference. This conference is tentatively scheduled for 4/22 - 4/25.**

### Campaign Guidelines and Instructions

1. Candidates are only allowed to run for the position listed on the application
2. No professionally made signs or products may be used nor may any item of monetary value (shirts, candy, coupons, food, etc.) be given to potential voters on behalf of a candidate.
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. Any and all inappropriate signs will be removed and the candidate will be disqualified.
4. Products with adhesive materials may not be used! Clear scotch tape and Clear box (packing) tape ONLY. No Masking Tape, Electrical Tape, or Duct Tape. If these are used anywhere in the building, the candidate will have to remove the adhesive and clean up any damage done to the school. The candidate will be disqualified. You can staple your flyers on the bulletin boards in the hallway. Please do not cover other flyers or teachers' materials.
5. Handing out large flyers is prohibited, but you may hand out small name badges or business cards.
6. All campaign materials must be removed prior to the post-election meeting.
7. The candidate is responsible for the running of his/her campaign and any materials or actions done in his/her name.
8. Signs must be no longer than four feet and only one sheet high.
9. Campaigning must not interrupt the school day.
10. Any candidate caught damaging or defacing other candidates' campaign materials will be disqualified.
11. Please check signs, banners, etc. for spelling.
12. **All signs must be approved by Ms. Lewis (room 402) or her designee before hanging them or it will result in disqualification.**
13. All rules are subject to the interpretation of the Student Council Advisor and PVHS Administration.
14. No flyers or signs may be posted on hallway and cafeteria door windows or the library outside windows.
15. Campaigning begins Monday, March 1<sup>st</sup> starting at 6:30 am in room 402. All candidates must have every sign approved and stamped by Ms. Lewis or her designee before hanging signs.
16. Campaign speeches may be given during both lunches on Wednesday, March 3<sup>rd</sup>. Speeches are to be one minute *maximum* AND must be approved by Ms. Lewis prior to 3/03. You will not be allowed to give a speech that has not been approved by Ms. Lewis.
17. General elections will take place on Thursday, March 4<sup>th</sup> and Friday, March 5<sup>th</sup>, during both lunches in the library.
18. A MANDATORY post-election meeting will be held for ALL candidates on Friday, March 5<sup>th</sup> after school @ 1:30 p.m. in room 404. Plan to take all your signs & flyers down before winners are announced.

# Application Form

CURRENT GRADE LEVEL (circle):      9<sup>th</sup>      10<sup>th</sup>      11<sup>th</sup>

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Student ID # \_\_\_\_\_ Home Phone #: \_\_\_\_\_

Your Cell Phone #: \_\_\_\_\_ Parent/Guardians Name: \_\_\_\_\_

Position you are running for: \_\_\_\_\_



## Application Requirements

- Have 2 teachers complete the recommendation form. Submit a typed list of ALL activities in which you plan to be involved during the 2009-2010 school year and speculate as to how much time they will require per week.
- Submit a written statement specifically stating why you want to be a class officer at Palo Verde High School. Discuss why you would be an effective student leader.
- Submit a completed petition form with 100 Palo Verde student signatures. No Xerox copies are allowed. Signatures must be original!

*Please verify with a Dean that you have no current referrals.*

Dean's signature \_\_\_\_\_ Date \_\_\_\_\_

This contract is an agreement that I will make a commitment to the student body, Palo Verde Administration and to the Leadership Class. I understand that I will be responsible for many duties, an evaluation of my performance will be made, and I will not receive an automatic "A" in the required Leadership class. I know that I must devote time outside of class to fulfill my duties. I also agree to keep a minimum of 3.0 GPA with no F's or U's in any class for the entire school year. If I fail to meet these grade standards, I understand I may be put on probation or removed from Student Council. By signing this application, I agree to all of the conditions set forth.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

As a parent, I agree to assist 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 Ms. Lewis ([malewis@interact.ccsd.net](mailto:malewis@interact.ccsd.net)).*

# Teacher's Recommendation Class Officer Election Application

*(student fills out this top part)*

Student Name \_\_\_\_\_

Teacher \_\_\_\_\_ Subject \_\_\_\_\_ Pd \_\_\_\_\_

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Dear Teacher,

Your candor and honesty are appreciated. Teacher recommendations help determine if a student is an eligible candidate.

Please check the space that best describes this student.

1. Ability to meet assigned deadlines \_\_\_\_\_ Almost Always \_\_\_\_\_ Often \_\_\_\_\_ Sometimes \_\_\_\_\_ Rarely  
(turns in homework, assignments, projects on time)

2. Polite and kind to other students \_\_\_\_\_ Almost Always \_\_\_\_\_ Often \_\_\_\_\_ Sometimes \_\_\_\_\_ Rarely  
(no foul language, rude behavior, demeaning comments)

3. Polite to teachers and other adults \_\_\_\_\_ Almost Always \_\_\_\_\_ Often \_\_\_\_\_ Sometimes \_\_\_\_\_ Rarely  
(respectful to teachers and other adults, including parents)

4. Works well in group assignments \_\_\_\_\_ Almost Always \_\_\_\_\_ Often \_\_\_\_\_ Sometimes \_\_\_\_\_ Rarely  
(doesn't take on entire work load, but does communicate with others to create a quality project)

5. Internally motivated to perform well \_\_\_\_\_ Almost Always \_\_\_\_\_ Often \_\_\_\_\_ Sometimes \_\_\_\_\_ Rarely  
(doesn't require constant attention and praise to do a good job)

6. Creative in approaches to projects/assignments \_\_\_\_\_ Almost Always \_\_\_\_\_ Often \_\_\_\_\_ Sometimes \_\_\_\_\_ Rarely  
(projects look nice, neat, clean, and like they put a significant amount of effort into them)

7. Attends school and is on time to class \_\_\_\_\_ Almost Always \_\_\_\_\_ Often \_\_\_\_\_ Sometimes \_\_\_\_\_ Rarely  
(fewer than 5 absences in a semester is ideal)

8. Do you recommend this student to run for an elected class officer? (Circle one) **Yes** **No**

Teacher Signature \_\_\_\_\_ Date \_\_\_\_\_

*Please return ASAP. This form due to Melissa Lewis no later than **Thursday, February 25, 2010.***

***Please return this form to my mailbox. Do not give this back to the student. These recommendation forms are confidential, and the information is not to be shared with students.***

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**Petition Form**

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<b>Name</b>	<b>GRADE</b>	<b>ID#</b>
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