



ST. JOAN OF ARC HIGH SCHOOL

STUDENT COUNCIL 2019/20 APPLICATION

Student Council is looking for students who are interested and enthusiastic about Student Council and student life at JOA.

We need people to be involved in discussions at weekly meetings.

We need people to volunteer every week to get things done.

We also need people who have a good rapport with teachers and students - who are respectful, mature, hard working and follow school policies.

WHAT YOU NEED TO THINK ABOUT:

a) Do you want to be involved with Student Council, attend weekly meetings, plan events, make phone calls, research information and complete jobs to get events running ?

OR

b) Do you want to help at a particular event (or some events) but not be "on council"?

We always need people to help council :)

THIS FORM IS DUE BACK TO MS. THOMPSON IN ROOM 247 BY MAY 14th

Important Dates:

May 14th - your application is due to Ms. Thompson in room 247.

Make sure to hand in both Part # 1 (page 6 & 7) and Part # 2 (page 8) !

May 17th - you will be contacted by Ms. Thompson by your school email account to let you know the status of your application and if you need to campaign or not. Also the times for the interviews (for treasurer and secretary will be announced)

May 21st - May 28th - dates to campaign in school.

See more information in this package about campaigning

Tues May 28th period 4 - Election Assembly.

Speeches for any positions that will need to be voted upon. Voting will take place after this assembly

Friday May 31st - Announcement & presentation of NEW STUDENT COUNCIL!!!

(this is Rainbow Rumble day!!!)

Monday, June 3rd- New members should attend this regular student council meeting
2pm to ~3:30 pm

Monday June 10th - MANDATORY First meeting of the new Student Council!!
2- 4:30 pm - pizza & snacks will be provided!!

2019 MAY						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14***	15	16	17***	18
19	20	21	22	23	24	25
26	27	28	29	30	31**	

application due

You will get an email from Ms. Thompson.

campaign

election assembly

Rainbow Rumble

interviews also this week

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CAMPAIGNING NOTES & FAQ

Q: Who can apply to be on Student Council?

Any JOA student who has paid their student fee for the 2018/2019 year can start an application. (Council members MUST pay student fees for the 2019/2020 year also to remain on council)

Q: Who has to campaign and do speeches?

President, Vice President and grade Reps, if there are other people running for your position.

Q: How will I know if other people are running?

You will be contacted by email on May 17th by Ms. Thompson on your school email account to let you know the status of your application and if you need to campaign or not.

Q: Why don't Treasurer and Secretary have to campaign and do speeches?

Treasurer and Secretary are positions that require an interview with the teacher advisor and the Teacher advisor selects the candidates. These two positions will be contacted by email on May 17th to let them know the times for their interviews.

Q: What does "Campaign" mean?

It can mean promoting yourself for your position... by possibly posters in the halls and/or announcements and/or games in the CAF and/or other ideas

Q: Are there any rules about campaigning?

Your material (posters, announcements, speech..etc) MUST be respectful and appropriate for a Catholic school.

You(and your supporters) must NOT tear down other candidates material

Announcement on the PA you must get permission from Mrs. Macfie (in Room 258 the day before)

Posters can be hung on walls and in stairwells but not on glass and not on the pillars in the front lobby.

SPEECHES NOTES

✓Your speech should be maximum 4 minutes in length

✓You will need to submit your speech to Mrs. Macfie (room 258) the day before to be proofread and approved.

✓You CAN have "fun ideas" during your speech time.... Remember you want to get people to remember you and vote for you

✓Don't promise things we can't do (i.e. free lunches, getting rid of the uniform or no homework...etc)

✓Don't read your speech off your phone - print it off!! (what happens if someone calls/texts you while you are speaking? !)

INFORMATION ABOUT STUDENT COUNCIL

The purpose of the Council is to build community within the school through:

- a) Centralizing the wishes of the student body
- b) Acting as an intermediary and liaison between the students, teaching staff and administration
- c) Providing leadership and spirit within our school environment
- d) Administering the finances of and maintaining financial records for the Student Council events
- e) Encouraging student participation in school activities
- f) Encouraging and sponsoring such activities that will build school spirit and morals of the student population
- g) Providing school sponsored projects that will provide financial means to support their own activities
- h) The Council reserves the right to host, cancel and postpone school dances as approved by the administration

RESPONSIBILITIES - The President will:

- a) Direct all meetings of the Council
- b) Prepare an agenda for all meetings
- c) Consult with Staff Advisors and Inform the Principal of the students' wishes
- d) Ensure that the all Student Council members perform their assigned duties
- e) Refrain from involving him/herself in activities which will conflict with his/her presidential duties
- f) Attend Parent Council Meetings once a month
- g) To vote on Council decisions only in the event of a tie
- h) Oversee and manage all student Council activities and functions

RESPONSIBILITIES - The Vice President will:

- a) Substitute for the President when necessary
- b) Assist the President in all duties
- c) Also, serve as a liaison between the Council and the staff
- d) Help organize Student council assemblies
- e) Conduct Council elections
- f) Actively help plan and organize and participate in all Council activities and functions

RESPONSIBILITIES - The Treasurer will:

- a) Keep an accurate account of all money and matters in google sheets
- b) Receive and deposit moneys as necessary
- c) Pay all bills only when authorized to do so by Council
- d) Prepare a monthly statement of the Council's financial activities
- e) Will arrange and help manage the float for all Council sanctioned activities
- f) Actively help plan and organize and participate in all Council activities and functions

RESPONSIBILITIES - The Secretary will:

- a) Take accurate attendance at all Council meetings
- b) Record the minutes of all Council meetings in google docs
- c) Have minutes completed within 2 days of council meeting and emailed/shared with all members
- d) Take care of all correspondence including writing thank-you notes whenever necessary
- e) Actively help plan and organize and participate in all Council activities and functions

RESPONSIBILITIES - GRADE REPS will:

- a) Get feedback and communicate to Council the wishes and interest of the students of the grade that they represent
- b) Attend all meetings of the council, and communicate to their grade level all Council activities and functions
- c) Actively help plan and organize and participate in all Council activities and functions

RESPONSIBILITIES FOR ALL STUDENT COUNCIL MEMBERS for 2019/2020 will :

All members will actively help plan and organize and participate in all Council activities and functions. This can mean:

- Researching the musical and entertainment requirements for events
- Creating tickets, and posters and other promotional and advertisements
- Volunteering for ticket sales
- decorating and cleaning up for any Council run activity
- Organizing and overseeing spirit events
- Working with the Tech team to facilitate all technical needs for Council sanctioned events
- Possibly help organize sports activities, spirit assemblies and relevant fundraising events
- Possibly help promote and support all artistic endeavors in the school

All members will actively help act as a liaison between Student Council and:

- The Arts, Music and Drama Department
- Co-Curricular Program
- Athletic Council
- Any other team, club, course or group of students in the school

All Grade Representatives and members of the Executive must:

- a) Maintain a passing average while in office, or he/she will be put on probation.
- b) Maintain a good attendance record for your classes while in office.
- c) Attend meetings regularly.

STUDENT COUNCIL POSITIONS 2019/20 APPLICATION - Part # 1

NAME: _____

Current Grade: _____

STUDENT NUMBER: _____

Your approximate course average from first semester: _____

Your approximate course average of midterm this semester: _____

The name of your period ONE teacher: _____

POSITION APPLYING FOR: _____

President (must be a Gr. 12 next year)

Grade 12 Rep (we may have up to two grade 12 reps)

Vice President(must be a Gr. 12 next year)

Grade 11 Rep (we may have up to two grade 11 reps)

Secretary

Grade 10 Rep (we may have up to two grade 10 reps)

Treasurer

Would you be able to make Student Council Meetings (Monday's 2-4pm EVERY week)? ***

When you answer this consider your other commitments. You MIGHT NOT be able to "do it all". (i.e. football and student council .. or swimming and student council ... or a part time job and student council)

YES

NO

If no, why not?

Describe the activities that you are involved with in the school and in the community. (i.e. sports teams, clubs, volunteering, etc...) **Tell us what it is, why you like it and how much time it involves:**

Add an extra page, if needed.

Other than M.C. C.; Rainbow Rumble and School dances, what OTHER ideas do you have for student council next year?

Add an extra page, if needed.

What makes you the right person for the job that you are applying for?

Add an extra page, if needed.

I have read pages 4 and 5 about Student Council

Please sign: _____

I understand the responsibilities of Student Council as explained in pages 4 and 5

Please sign: _____

I will try to the best of my abilities to fulfill the requirements and responsibilities of Student Council as outlined in pages 4 and 5

Please sign: _____

JOA STUDENT COUNCIL APPLICATION FORM - PART #2

Thank you for expressing an interest in JOA's Student Council!

Name (Last Name, First Name): _____

Position Applying For: _____

TEACHER SPONSORSHIP

Teacher #1 Name: _____

I **FULLY** support this student's candidacy for JOA Student Council.

Please Note: Teachers can only sponsor ONE applicant per Student Council position.

Comments:

I have known this student for : _____ (i.e. one semester, 2 years...etc)

Signature: _____ Date: _____

TEACHER SPONSORSHIP

Teacher #2 Name: _____

I **FULLY** support this student's candidacy for JOA Student Council.

Please Note: Teachers can only sponsor ONE applicant per Student Council position.

Comments:

I have known this student for : _____ (i.e. one semester, 2 years...etc)

Signature: _____ Date: _____

ADMINISTRATION SPONSORSHIP (principal or vice principal)

Administrator: _____

I support this student's candidacy for JOA Student Council.

Comments:

Signature: _____

Date: _____