

University High School Student Council
Officer Candidate Agreement

Eligibility

President:

- Student Council President must have at least one year of experience in UHS Student Council, AND EITHER:
 - One years' experience as an extracurricular club officer (can be a StuCo position)
 - Extensive community service experience (fulfillment at StuCo Advisor's discretion)
- ≥ 3.0 GPA
- Submit two letters of recommendation
- Must be an upperclassman (Junior or Senior)

Vice President:

- Student Council Vice President must have at least one year of experience in UHS Student Council
- ≥ 3.0 GPA
- Submit one letter of recommendation

Secretary:

- ≥ 3.0 GPA
- Submit one letter of recommendation

Treasurer:

- ≥ 3.0 GPA
- Submit one letter of recommendation

Officer Responsibilities

President:

The Student Council President is the primary representative and advocate of the student body. They are the lead organizer of the day-to-day affairs of the Council. They direct the class, delegate tasks to others as needed, and conduct class votes. The President will serve on the UHS Site Council as a Student Representative and must attend all meetings.

Vice President:

The Student Council Vice President is the second-in-command of the Council and supports the President. They will take on tasks as delegated by the President. They are the primary contact between the Council and businesses/venues/vendors. They are responsible for maintaining order in class. They work with the President to create the daily agenda.

Treasurer:

The Student Council Treasurer is responsible for budgeting and fiscal planning. They must foster a productive working relationship with the school Finance Manager(s) and get regular budget reports from them. They must receive training on proper cash handling and are responsible for collecting and securing money at fundraising events. They will sign off on all fundraisers, PO forms, and other financial records.

Secretary:

The Secretary of the Student Council is responsible for keeping accurate records and taking notes of Council proceedings. They should work with the President and Vice President in creating the daily agenda. They must maintain the Student Council Drive and keep it organized.

Campaigning

Timeline:

- Each student looking to run for an officer position must pick up and submit a “Candidate Packet” to the Advisor (Mr. Ollanik) by February 9th.
 - The “Candidate Packet” includes the Candidate Application Questionnaire (included below), the student’s transcript, and a signed copy of the Candidate Resource Document.
- Upon receiving approval from the Advisor, the candidate can begin to prepare campaign materials. Campaign materials may only be dispersed, hung up, and/or posted beginning on February 12th.
- Candidates may campaign up until the end of school on Election Day, March 6th.

Rules:

- All campaign materials must be school appropriate, according to UHS School Policy.
- Negative campaigning is not allowed.
- Food or drink is not allowed in any part of the campaign process.
- No candidate may spend more than \$50 on their campaign materials.
- All spending on campaign materials must be reported to the Advisor in the form of receipts and/or order forms.
- Every candidate is allotted access to Student Council materials (butcher paper, paint, markers, tape) for up to 5 posters. Materials can only be collected during conference period and lunch.
- Violation of any of the above rules will result in **immediate disqualification** and potential disciplinary action.
- Flyers, posters, and other physical media must be hung **only** the corkboards around campus.
- All physical campaign materials must be removed/cleaned up within *two school days* of Election Day.

Important Notes

- If there are more than 2 candidates for any one officer position, the election will utilize ranked-choice voting.
- If there are 2 candidates or less for any one officer position, the election will default to utilizing single-choice voting.
- Write-ins are not allowed.

Please submit the following items to the Advisor by February 9th to confirm your eligibility as a candidate and gain approval for campaigning.

- Candidate Questionnaire
- Teacher Recommendation Form(s)
- Signed Copy of the Officer Candidate Agreement (this paper)

Please sign below to indicate that you have read through and agree to abide by the rules of the Student Council Officer Elections.

Student Signature:

Date:

University High School Student Council
Officer Candidate Questionnaire

Please return by February 9th to Mr. Ollanik (jacob.ollanik@tusd1.org, or in LL6) for approval

Name of Applicant: _____ **Grade:** _____

Officer Position (Circle one): President (INCOMING SENIORS/JUNIORS ONLY),
Vice President, Secretary, Treasurer

Email: _____

Teacher recommender #1: _____

Teacher recommender #2 (President ONLY): _____

1. Are you part of any other extracurriculars that might interfere with your participation as an Officer?

2. What (if any) previous leadership experience do you have?

3. On a scale of 1-10, how comfortable are you with public speaking?

1 2 3 4 5 6 7 8 9 10

4. Describe a time when you challenged someone in a position of authority.

5. Why do you think you would be a good Student Council Officer?

6. Tell me about yourself - your interests, hobbies, and general philosophy.

Student Signature:

Date:

Advisor Signature:

Date:

University High School Student Council
Student Council Teacher Recommendation Form

Please return ASAP to Mr. Ollanik (LL6 or mailbox).

Student Name: _____

Recommending Teacher's Name: _____

This student has requested your recommendation for them to serve as an officer of the UHS Student Council. Officer positions require students who are responsible, driven leaders and who are enthusiastic in their school spirit. It is a large time commitment both inside and out of the school day. Your honest assessment is critical to the success of the Student Council. Thank you!

Please rate the student on each of the following attributes, on a scale of **1 to 5**, with 1 meaning the trait is hardly present in this student and 5 meaning they exemplify it often.

<u>Leadership</u>	<u>Dependability</u>	<u>Perspective</u>
<input type="checkbox"/> Meets deadlines	<input type="checkbox"/> Organized	<input type="checkbox"/> Demonstrates critical thinking
<input type="checkbox"/> Displays Maturity	<input type="checkbox"/> Displays honesty	<input type="checkbox"/> Cultivates diversity
<input type="checkbox"/> Takes Initiative	<input type="checkbox"/> Positive influence on peers	<input type="checkbox"/> Respectful
<input type="checkbox"/> Responsible	<input type="checkbox"/> Follows through on commitments	<input type="checkbox"/> Displays sensitivity to others

What are the student's greatest strengths?

Would you choose this student for a leadership position?

Other comments that are relevant to this student's capabilities:

Signature:

Date: ___/___/2024

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