

Harden Middle School ASB Officer Application

Running for Office 2018-2019:

- Application must be read, completed, and returned to Ms. Baca by Friday, February 23, 2018.
- Interviews will take place February 26-27th.
- Campaigning will take place March 5-21st.
- Elections will be held March 22nd.

This application is announcing your wish to run for ASB office for the 2018-2019 school year at Harden Middle School. By turning in this application, you are stating that you are aware of the duties and requirements of the office you are running for. Furthermore, you are stating that you meet all of the requirements for the office you are applying for. This application does not guarantee you the position. If all requirements are met, you will be allowed to run for office.

Running for office:

Students who run for office will be required to complete the following:

- Turn in application.
- Meet all requirements for being in Leadership.
- Meet all requirements for the office they are applying for.
- Campaign around campus:
 - Posting fliers
 - Appearing on HHTV
 - Follow all Campaign Rules

Being Elected for Office:

If you are elected for the office you run for, you will be required to:

- Be in the Leadership Class for your 2017-2018 elective.
- Attend a Spring/Summer training days.
- Commit to your office for the entire 2017-2018 school year.

The Purpose of ASB:

This organization shall have as its purpose the conduct of activities on behalf of the students of Harden Middle School as approved by the school principal and the governing board of the Salinas Union High School District.

Requirements of the Leadership class:

- Students must keep a 2.5 GPA every grading period.
- Student must keep a B or higher in Leadership class.
- Students may not have any U's in citizenship.
- Students may not have any uniform violations.
- Students may not have more than 1 tardy per grading period (in any class).
- Students may not have suspensions or other behavior violations.
- Cannot be on Uniform Waiver.
- Students must abide by all technology, classroom, school, and district procedures and rules.

Failure to meet these requirements will result in a probation period. Continued failure to meet requirements will result in removal from the class.

Harden Middle School ASB Officer Application

President/Vice President

Students applying for this position must be aware they may be elected to either ASB President or ASB Vice President. The student with the second most votes will become Vice President.

Requirements for Running for Office:

- End the 2017-2018 school year with a GPA of 3.5 or higher.
- Have no grades lower than a B.
- Have all S's or O's in Citizenship.
- Have no suspensions, referrals, or other discipline issues.
- Have an attendance rate of 90% or higher.
- Have no more than 3 tardies for the 2017-2018 school year.
- Have no uniform violations.
- Complete a teacher recommendation form signed by all teachers.

Duties of the Offices:

The ASB 8th grade President shall...

- Preside over all Student Council Meetings.
- Call special meetings of the Student Council.
- Plan and prepare an agenda for Student Council meetings.
- Appoint all committee members and chairpersons.
- Represent the Student Council at all school and school district meetings where the representation is appropriate.
- Vote in all Student Council elections only when the vote will affect the outcome of the issue.

The ASB 8th grade Vice President shall...

- Serve as ASB president if the president becomes unable to fulfill his or her duties either temporarily or permanently.
- Makes sure that all procedures are followed during Student Council meetings, and has the power to remove members from meetings if procedures are not followed repeatedly.
- Serve as chairperson of the Elections Committee and supervise all student body elections.
- Represent the Student Council at all school and school district meetings where the representation is appropriate and the president is unable to attend.

Harden Middle School ASB Officer Application

Secretary

Requirements for Running for Office:

- End the 2017-2018 school year with a GPA of 3.0 or higher.
- Have no grades lower than a B.
- Have an A in English.
- Have all S's or O's in Citizenship.
- Have no suspensions, referrals, or other discipline issues.
- Have an attendance rate of 90% or higher.
- Have no more than 3 tardies for the 2017-2018 school year.
- Have no uniform violations.
- Have a teacher recommendation from your English teacher and one other teacher.

Duties of the Office:

The ASB 8th grade Secretary shall...

- Maintain accurate minutes of all Student Council meetings.
- Complete the minutes in the prescribed format before the next meeting of the Student Council for approval.
- Carry out all necessary correspondence for the Student Council.
- Represent the Student Council at all school and school district meetings where the representation is appropriate.

Treasurer

Requirements for Running for Office:

- End the 2017-2018 school year with a GPA of 3.5 or higher.
- Have no grades lower than a B.
- Have an A in Math.
- Have all S's or O's in Citizenship.
- Have no suspensions, referrals, or other discipline issues.
- Have an attendance rate of 90% or higher.
- Have no more than 3 tardies for the 2017-2018 school year.
- Have no uniform violations.
- Have a teacher recommendation from your Math teacher and one other teacher.

Duties of the Office:

The ASB 8th grade Treasurer shall...

- Maintain complete and accurate record of all ASB receipts and disbursements.
- Prepare weekly reports for the Student Council on the ASB budget and account status to date.
- Assist clubs in keeping accurate records.
- Supervise the preparation of the annual budget at the end of each school year.

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Name: _____

ID#: _____

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Please answer the following questions:

1. What position are you running for: (circle one)

President/VP

Secretary

Treasurer

2. Why do you want this position?

3. What qualities do you have that make you a good candidate for this position?

4. What is your vision for what you want to accomplish if you are elected?

5. What other extracurricular activities are you involved in? (sports, clubs, academies, etc)

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All candidates **applying** to run for ASB positions must ask their teachers for a recommendation. Please give this recommendation form to your teacher. Your teacher will return the recommendation to Ms. Baca. This recommendation is confidential between your teacher and Ms. Baca.

- Those applying for President/VP must have a recommendation from all teachers.
- Those applying for Secretary must have a recommendation from their ELA teacher and one other.
- Those applying for Treasurer must have a recommendation from their Math teacher and one other.

Candidate's Name: _____

Candidate's Position: _____

Recommending Teacher: _____

Class: _____

Semester Grade: _____

Current Grade: _____

Citizenship: _____

Dear Teacher:

Thank you for taking the time to complete this recommendation. We are looking for responsible, hardworking, reliable students who are Your input is very important. Please return to Ms. Baca's box by **February 23rd.**

I strongly recommend this student for the ASB position he/she is applying for.

I recommend this student for the ASB position he/she is applying for.

I recommend, with reservation, this student for the ASB position he/she is applying for.

Please explain:

I do not recommend this student for the ASB position he/she is applying for.

Please explain:

Additional Comments:

Teacher's Signature

Date