

Middle School Student Council

2019-2020

Hilburn Academy

Welcome to the 2019-2020 school year! Please see the information below regarding Hilburn Academy's 2019-2020 Student Council election requirements, timeline, and application. If you have any additional questions after reading through the application packet, please email Mr. C at jcucurullo@wcpss.net.

Student Council Requirements:

-Students must complete the *Applicant Packet*

The packet is four pages long and includes: *Teacher Recommendation Form, Parent Permission Form, Application (Part 1), Application (Part 2)*. **THE FOUR PAGES MUST BE STAPLED AND SUBMITTED TOGETHER!**

- Students running for office must have the *Teacher Recommendation* form signed by all current teachers
- Students may not handout any food or candy.
- Students may display up to 3 posters around the school. Posters should not cover any doorways, student work, or signs. After the election, take down your posters.
- Students must be able to attend every meeting
- Student Council Officers must maintain good academic standing while in office
- Students must have transportation to meetings
- Parents must fill out a permission form for students to run for office
- Students must be of high character and a good role model for all students at Hilburn Academy

Student Council Meeting Dates

October 11, 2019
November 8, 2019
December 13, 2019
January 10, 2019
February 14, 2019
March 13, 2019
April 3, 2019
May 8, 2019

Note: Meetings take place the second Friday of every month from 7:15am - 8:00am in Mr. C's classroom (Room 507). April is the only month we will meet on the first Friday of the month because of Spring Break.

Speech Guidelines:

- Every student running for office must give a 30-60 second speech.
- No music or props are allowed. Be creative with your words!
- Speeches are to be recorded at home by a parent. On election day, speeches will be played during first period.
- After the speech is recorded, upload the speech to Youtube as an '**unlisted**' video. This means that only viewers with a link can see the speech.
- Copy the link to the speech and submit it to the [Student Council Video Submission Page \(click here\)](#).
- Note: Students must be logged into their WCPSS Student account to complete the *Student Council Video Submission Page*.**

Student Council Election Timeline

September 27, 2019: All applications submitted. No late applications will be accepted

October 1, 2019: Speeches will be given/Voting will occur

October 4, 2019: Winner's are announced

October 11, 2019: First Student Council Meeting

Positions:

Advisor - Mr. C

President (Must be in 8th Grade)

Vice President (Must be in 7th Grade)

Secretary (Can be in 6th, 7th, or 8th Grade)

Treasurer (Can be in 6th, 7th, or 8th Grade)

Public Relations Director (Can be in 6th, 7th, or 8th Grade)

Class Representatives (3 per grade level)

Position Descriptions:

PRESIDENT- Must be in 8th Grade

Some of the jobs of President position include:

- Preside over and conduct regularly scheduled and any additional meetings that may be required to be effective in student body leadership.
- Give guidance, support and leadership to school activities that are approved by the administration and the student body.
- Plan, support, implement and delegate responsibilities within the framework of student activities supported by adult sponsorship.
- Actively plan and participate in fundraising.
- Collaborate with PTA and attend meetings if invited during the school year.
- Exhibit exemplary behavior, leadership and acceptable academic standards.

VICE-PRESIDENT- Must be in 7th Grade

Some of the jobs of Vice-President position include:

- Attend all Student Council meetings
- Generate enthusiasm for events on campus and promote school spirit throughout the year.
- Work closely with the president to be fully aware of his/her role and responsibilities in the event of his/her absence and/or to assume the role per his/her direction. The president may assign the vice-president to reside at the meetings, general or executive board.
- Collaborate with PTA and attend meetings if invited during the school year.
- Actively plan and participate in fundraising.
- Exhibit exemplary behavior, leadership and acceptable academic standards.

TREASURER- Any Grade

Some of the jobs of Treasurer position include:

- Attending all Student Council meetings
- Generate enthusiasm for events on campus and promote school spirit throughout the year.
- Assist the Student Council in the conduct of its business.
- Responsible for reporting on a monthly basis the income and expenditures of student body monies.
- Sign authorization for expenditures when necessary.
- Assist in banking procedures.
- Actively plan and participate in fundraising.
- Exhibit exemplary behavior, leadership and acceptable academic standards.

SECRETARY- Any Grade

Some of the jobs of Secretary position include:

- Keep accurate records of school business in each meeting. Will keep an accurate accounting of motions brought to the floor, the seconding of motions, discussion and final disposition of items. Call roll.
- Attend all Student Council meetings
- Generate enthusiasm for events on campus and promote school spirit throughout the year.
- Actively plan and participate in fundraising.
- Exhibit exemplary behavior, leadership and acceptable academic standards.

PUBLIC RELATIONS DIRECTOR- Any Grade

Some of the jobs of Public Relations Director position include:

- Attending all Student Council meetings
- Generate enthusiasm for events on campus and promote school spirit throughout the year.
- Assist the Student Council in the conduct of its business.
- Actively update, post, and document events, news, and accomplishments on the Student Council social media sites.
- Must be familiar with how to navigate social networking sites such as Twitter and Instagram.
- Exhibit exemplary behavior, leadership and acceptable academic standards.

REPRESENTATIVES- (3 per Grade Level)

Some of the jobs of Representatives position include:

- Attending all Student Council meetings
- Generate enthusiasm for events on campus and promote school spirit throughout the year.
- Assist the Student Council in the conduct of its business.
- Be active and conscientious in reporting grade level concerns, issues and questions to Student Council; inform grade levels of upcoming events.
- Actively plan and participate in fundraising.
- Exhibit exemplary behavior, leadership and acceptable academic standards.