

Associated Student Body (ASB) Application

2020-2021

All information on this application must be completed in the order in which it appears

PART I Personal Information and Desired Position

Name: (Print) _____ Graduation Year _____

Position for which You Intend to Run: (Circle One)

Candidates for ASB President must be rising seniors. Candidates for all other positions may be rising juniors or seniors.

ASB President ASB Vice-President ASB Secretary ASB Treasurer ASB Publicity/Historian

PART II Qualifications

All Student Council Officers must enroll in the zero-period Student Council class that meets two times a week. On Tuesday morning, class begins at 7:00am; on Thursday morning, class begins at 8:00am. This is a Pass/Fail course.

Student Council Officers must be role models for their peers on and off campus and must devote the necessary time and effort to their Office and to the Student Council as a whole. Officers must:

- understand and assume the responsibilities and duties of the office as outlined in the job description, listed on the school calendar, and this election material
- maintain a grade point average of 2.5 and be in good standing with the Student Activities Director, as outlined in the *Parent/Student Handbook* and the *Student Body Constitution*
- Agree to and continue to act in accordance with the Student Council Code of Conduct pledge
- Not be subject to any administrative stipulations

Failure to maintain these standards may result in the elected officer being suspended or removed from office.

PART III Parent/Guardian Support

I, _____, give support and permission to my son/daughter to seek
Parent/Guardian (Print Name)

election for the above intended office. My below signature also verifies that I have read the office's job description and will support my son/daughter in fulfilling their responsibilities in this office.

Attending Student Council Class is a requirement for all Student Council Officers. My child will be available to attend this class on Tuesday mornings at 7:00am and on Thursday mornings at 8:00am. (_____)
P/G Initial

Attending Student Council Camp is a requirement for all Student Council Officers. My child will be available to attend the CBHS Student Council Camp in Tahoe City, CA on August 7-9, 2020.
(_____)
P/G Initial

Parent/Guardian Signature

Date

Part IV Administrative Endorsement

Signatures of the following administrators are required by all applicants.

Deans of Students: _____ / _____

Assistant Principal for Student Life OR Registrar: _____ GPA: _____

PART V Peer Endorsement

You are required the endorsement of 20 of your fellow students representing the classes of 2021, 2022, or 2023.

We, the undersigned, endorse _____ for the office of ASB _____

Name	Grad Yr.	Name	Grad Yr.
1.		11.	
2.		12.	
3.		13.	
4.		14.	
5.		15.	
6.		16.	
7.		17.	
8.		18.	
9.		19.	
10.		20.	

PART VI Faculty Endorsement

You are required to obtain the endorsement of all current teachers. Failure to secure all necessary signatures will invalidate your application.

Faculty: Please DO NOT sign this portion unless parts 1-5 have been completed

Set	Teacher	Set	Teacher
A		E	
B		F	
C		G	
D		0/8	

PART VII Personal Verification Statement

I, _____, understand the above qualifications and intend to follow them to the best of my ability while representing Christian Brothers High School as a member of the Student Council. I recognize that not living up to these expectations may result in my suspension or removal from office, which is up to the discretion of the Student Activities Director. I believe that I can and will fulfill the qualifications for the above stated office and attest to the accuracy of the information on this application.

Candidate Signature

Date

PART VIII ASB President Candidates ONLY

Candidates for ASB President may be featured on a special KBFT segment before the election for students to “get to know” their presidential candidates. The following four questions will be answered by each candidate the day of taping:

1. Describe your best experience on campus. Discuss how you can help other students have similar experiences.
2. What has been your favorite CB sponsored event? What would you do to make it better?
3. Discuss a life lesson you have learned at CBHS. How can you show others this lesson?
4. Name a world leader you admire and explain what characteristics of that leader you admire. Explain how you are like that leader.

Candidates for ASB President must attach their typed answers to this application.

PART IX Student Activities Endorsement

The Student Activities Director reserves the right to void an application if, at his/her discretion, s/he deems the candidate would not be an asset to the ASB Council.

Candidate is: Acceptable Unacceptable

Student Activities Director or Assistant Director

Date

PART X Job Descriptions

ASB President

- Must be a Senior
- Must have one year of Student Council experience prior to election
- First and final student representative of Christian Brothers High School
- Be aware and oversee all aspects of the school concerning Student Life
- Oversee that all jobs, duties, and activities are fulfilled
- Resolve conflicts with the council and execute council decisions
- Facilitate student council meetings
- Maintain connection between the Student Council and Administration

ASB Vice President

- Advise the ASB President
- Fulfill President's duties when the President is unable to do so
- Work with Publicity/Media Chairs to promote school events on campus through posters, flyers, memos, and PA announcements
- Maintain order at all student council meetings/functions

ASB Secretary

- Responsible for all communication, such as invitations, birthday cards, and thank you notes
- Read and take minutes and attendance for each meeting
- Prepare handouts
- Inform members about meetings

ASB Treasurer

- Make ticket selling lists for Student Council events
- Count money and make deposits as needed
- Report financial activity to Student Council

ASB Publicity/Media Chair(s)

- Publicize, promote, and inform students of all student events
- Oversee poster committee in Leadership Class
- Act as liaison between Student Council and KBFT
- Promote Student Council events at CB and other Catholic high schools
- Update Student Council display case quarterly
- Record all student PA announcements or share in the responsibility of appointing a PA announcer

All Members of the Associated Student Body Council

- Must be upper division students
- Must be in good academic and disciplinary standing with the current Parent/Student Handbook
- Attend all Student Council meetings starting in Spring 2020
- Attend Student Council Camp in Tahoe City, CA August 7-9, 2020
- Set agenda for all Student Council meetings
- Attend all Student Council-sponsored events
- Sit on Club Fund Allocations Committee
- Work in constant contact with the Student Activities Director and ASB Moderator(s)
- Devote the necessary time and effort to their Office and the Student Council as a whole
- Agree to and continue to act in accordance with the Student Council Code of Conduct pledge
- Not be subject to any administrative stipulations
- Require a 2.5 grade point average with no grades of "F".

ASB Applications are due to the Student Activities Director at the Candidate Meeting on Thursday, February 26, 2020 during All-School Lunch

PART XI Timelines for ASB Elections

Date	Time	Event
February 10	7:30AM	ASB Applications are available in the LSLO
February 13	Lunch	OPTIONAL Informational Meeting with Current ASB Officers
February 26	Lunch	ASB Applications are due to the LSLO
February 26	Lunch	Speech Draft and Flier are Due to the Student Activities Director
February 26	Lunch	MANDATORY ASB Candidate Meeting with the Student Activities Director
March 5	4:30PM	Posters and other Publicity Approved by Student Activities Rep
March 5	4:30PM	Special Plans for Speech Due to Student Activities (if applicable)
March 9-13	All Week	ASB Campaign Week
March 12	Falcon Flex	ASB Speeches
March 12-13	3:30p-1:30p	ASB Online Elections
March 13	After School	ASB Results (after publicity is Cleaned up)
March 16	Online	Run-Off Election (if applicable)

Information

Application, draft of speech, and one campaign poster must be turned into the LSLO at the Mandatory ASB Candidate Meeting. In addition to the application, you must turn in hard copies of your speech (TWO copies please) and a campaign flier, and email both documents to rholmes@cbhs-sacramento.org.

Informational Meeting during All-School Lunch on February 13 is optional for students who want more information on the election process and role expectations. Students will have the chance to discuss the ASB experience with current ASB Officers.

Candidate Meeting at lunch is mandatory. Candidates who miss the meeting without prior permission of the Student Activities Director will be dropped from the ballot and not allowed to run.

All campaign materials must be approved and initialed by Mrs. Holmes or Ms. Roybal. You are only allowed to post on brick or in designated flier spaces **AND MAY ONLY USE BLUE PAINTER'S TAPE TO HANG POSTERS.** Posters should be framed all the way around the borders with tape, not with small strips of tape in the corners/around the border or folded to be used as double-sided tape on the back of posters. Any posters not correctly hung or not approved may be taken down. Any posters that fall off the walls may be thrown away.

ASB Speeches are to be between one and three minutes in length. Candidates who are present for the speech may not play a video speech in lieu of delivering a live statement. All special plans and facilities requests for speeches are due the Friday before campaign week begins.