**Coupeville Middle School**

**ASB Application for 2019-2020 School year**

ASB Executive Board will consist of two (2) 6th grade Representative, two (2) 7th grade Representatives

and two (2) 8th grader Senators

**Grade**

[ ]  6th Grade

**Position applying for**

[ ]  Representative

*Please print neatly in blue or black ink.*

Name Home Phone Cell Phone

Cumulative GPA Student Number

**ASB Positions Expectations**

*All officers will rotate through the roles of:*

**President:**

1. Shall preside over all ASB officer & representative meetings and assemblies.
2. Shall call special meetings with the permission of the Advisor.
3. Shall become acquainted with and use parliamentary procedures at meetings.
4. Shall model and demonstrate leadership at school events.

**Vice President:**

1. Shall assume the duties in his/her absence and shall aid the President in all student government duties.
2. Shall be in charge of maintaining the Constitution.
3. Shall perform the duties assigned by the President.
4. Shall co-chair the ASB Publicity Committee and be responsible for student bulletin boards and all ASB communications.

**Secretary:**

1. Shall keep the minutes of each meeting in a notebook and distribute a copy for representatives to take to their teams.
2. Shall provide copy of minutes to faculty ASB Treasurer.
3. Shall read the meeting minutes and make changes if needed.
4. Shall keep an attendance record on all members of the ASB Senate.

**Treasurer:**

1. Shall keep a record of the amount of ASB body funds available to the ASB Senate.
2. Shall keep an account of other funds created from activities supported by the ASB Senate.

**Class Representative:**

1. Shall work with students, faculty, administration, and their fellow ASB colleagues.
2. Shall carry out regular ASB duties such as meetings, assisting with activities/events, and fundraising.
3. Shall solicit input from the student body to help with committees to implement ideas and plans.

ASB is the most vital and active part of our student government at Coupeville Middle School. The officers deal with students, teachers, administrators, and parent volunteers in their activities. The ASB constitution is the source of all our student government offices. I agree to fulfill the duties of office as described in the Constitution if I am elected to office. I understand that I have made a full year commitment to be in Coupeville Middle School ASB. and agree to attend all meetings scheduled.

I know that during the school year I must accept the reasonable authority of all teachers, administrators and other staff members to control student conduct at school and school activities. I will assume the responsibility as a *positive role model* for the entire school and treat everyone with respect and as an equal.

Signed Date

Parent Signature Date

*\*PLEASE NOTE\* This application must be turned into the office by September 24, 2019* ***at 2:45 pm***

**CMS Associated Student Body Elections**

1. **Officers to be Elected for the 2019-2020 school year:**
	1. Two (2) 6th grade Representatives
	2. Two (2) 7th grade Representatives
	3. Two (2) 8th grade Senators
2. **ASB Elections Schedule**

|  |  |
| --- | --- |
| September 17, 2019 | ASB Information Packets available in the middle school office. |
| September 24, 2019 | ASB Information Packets due to the office by **2:45pm.** Speech are due Wednesday, September 25th. |
| *That means...as soon as you finish filling out the forms TURN THEM IN!**The absolute last day to turn them in is* ***September 24 at 2:45*** *pm* |
| Monday, September 30 to October 4th | Poster Campaign IF you have been approved. You must have signature on poster from Mr. Kappes or Miss Cheyenne. |
| October 1, 2019 | Record Election video |
| October 4, 2019 | Election video and Election during Advisory |
| End of day October 4, 2019 | Results announced at the end of the school day |

1. **Rules Governing Campaign Material**
2. All campaigning must be positive in nature.
3. No slate campaigning allowed (running in a team).
4. No stickers, pins, candy or gum, allowed or give away items for votes.
5. Each candidate may hang two posters in the middle school hallway or in the hallway on the way to the lunch room. Posters must be no larger than 36x24. *They must be approved by Mr. Kappes or Miss. Cheyenne before they are hung up.*
6. The candidates understand the responsibility to respect other candidates’ posters and will agree to remove posters and other campaign materials immediately after the election.
7. **Grades/Attendance**

The office will verify through current grades and current attendance record. Students will be notified if they do not meet qualification.

**Name:**

**Grade: [ ]  6th**

**Position:** [ ]  Representative

Please write a paragraph communicating information about you and your qualifications for the position you seek. Keep each paragraph for the questions below brief and to the point.

If you were elected to office, what characteristics do you have that would make a positive difference in ASB leadership?

What is a role model and why is it important to be a good role model?

Do you have any potential conflicts with after-school meetings? YES. NO

Explain.

**Executive Board Contract**

**If elected into office, I will commit to do the following:**

* Abide by the ASB Constitution, which includes voting to meet the two-thirds quorum required for approval of events, items and activities.
* Remain a role model for students by not having any discipline concerns.
* Attend two to three meetings a month, as well as in-school representative meetings.
* Attend every school activity sponsored by the ASB.
* *Sign up and utilize the Remind App or website.*
* Be available to work on ASB related projects.
* Sign-up for a sub-committee and take on planning for that event/activity (Examples: dances, Valentines Day, etc.)
* Contribute to the success of school-wide fundraisers and take part in creating/leading assemblies.

**I understand that if I am unable to fulfill the responsibilities of my position, the following steps will be taken:**

* 1st – Verbal Warning and Written Letter or Phone Call Home
* 2nd – Removal from Position

**I agree to uphold the code of conduct of Coupeville Middle School.**

Name

Signature Date

Parent Signature Date

**Teacher Recommendations – You must get the signatures of two teachers that would recommend you for ASB leadership. Please write the name of the teachers you want to make a recommendation for you and then give the first one the piece of paper and ask them to give to the second teacher.**

**ELA Teacher name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Comment:**

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please give to next teacher once completed.**

**Teacher name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Comment:**

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please return to Miss Cheyenne once completed.**

**Speech** – ASB stands for the Associated Student Body of Coupeville Middle School.

All students enrolled at Coupeville Middle School are members of the ASB. ASB also stand for All Students Belong. What two things would you do during your term to promote the feeling of belonging to the entire student body of Coupeville Middle School?

Avoid the common mistake of simply promising more “fun” events.

Your speech should be approximately two minutes in length. Be sure to include your name (first and last) and what position you are running for at the beginning and the end of your speech. In your speech, explain how you will create a positive climate at school and help all students feel like they belong at CMS. Speeches need to be turned in by **Wednesday, Sept 25, 2019,** to Miss Cheyenne. Speeches will be returned to you by Friday, September 27th.

**My name is**

**I am running for the office of**

**I believe I am the right person for this office because**

**I will help create a positive climate at Coupeville Middle School by**

**My plan for helping students feel like they belong is**

If you need more room, please staple a piece of lined paper to this document.

* **Miss Cheyenne**

 **signature**