



**2011 – 2012**

**Associated Student Body  
Leadership Packet**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Cell phone: \_\_\_\_\_

**Make sure you read the following pages carefully and  
complete the entire application.**

## **ASB Election Timeline**

April 11 <sup>th</sup>	Applications available for WHS students in the student store
April 15 <sup>th</sup>	Applications due by 3 pm to the WHS student store
April 25 <sup>th</sup>	Meeting right after school in small gym for all candidates and commissioners
April 29 <sup>th</sup>	Candidate videos due to Feuerbach by 3 pm
May 1 <sup>st</sup>	Mandatory workshop for all candidates and commissioners from 1 pm – 4 pm (you can set-up your campaign after the workshop)
May 2 <sup>nd</sup>	Campaigns start
May 3 <sup>rd</sup> to 5 <sup>th</sup>	Air candidate videos
May 5 <sup>th</sup> & 6 <sup>th</sup>	Voting
May 7 <sup>th</sup>	Announcement of winning candidates and commissioners
May 25 <sup>th</sup>	Announcement of 2009-2010 ASB class



*" Many hands, hearts, and minds contribute to any great achievement."*

## ASB Campaign Rules

- You can create fliers on 8 ½ x 11 paper and hang them on campus
- Everything must be stamped
- You may have 4 posters between the sizes of 2' x 2' and 3' x 6'
- Worry about your campaign and not your opponents
- Do not touch (or allow your friends to touch) anybody else's campaign materials
- Use masking tape and the tape should not be visible
- Ask teachers before hanging any materials in their classroom
- You may wear apparel (t-shirts), pass out stickers, pins, etc.
- All campaign materials must be school appropriate as determined by Feuerbach
- All campaign materials must be removed by Friday at 3 pm
- No campaigning within 100 feet of voting booths
- Videos Information
  - 45 to 60 seconds in length
  - They must start with a title slide of your name and position you are running for
  - Need to be delivered to Feuerbach on a CD or flash drive in a .mp4 format
  - Describe who you are, your qualities, and what makes you the best candidate. Be creative.
  - They will be school appropriate
  - You can talk or play music
- You must campaign and run for office as an individual.
- Violation of the above guidelines may result in your removal from the election process and forfeiture of your role in the Associated Student Body

**There are 3 main categories in the leadership class.**

- **The elected positions** - positions in which you must complete an application, go through a workshop, attend a meeting, and run for office.
- **The commissioner positions** - positions in which you must complete an application, go through a workshop, and take part in an interview.
- **The leadership class positions** - positions in the class that are chosen by an application process.

**Please circle the positions that you are interested in.**

**Do not circle more than 3 positions.**

**Elected Positions** (required items: application, meeting, workshop, campaign process)

- ASB President – Coordinate and oversee the Associated Student Body
- ASB Vice-President – Assist the President and chair the recognition committee
- ASB Secretary – Maintain minutes and reports of the Associated Student Body
- ASB Treasurer – Maintain finances of the Associated Student Body
- ASB Voice of Whitney – Run the rallies and all lunch activities on the microphone
- Senior Class Officer (4 spots) – Plan senior activities, homecoming, and Senior Ball
- Junior Class Officer (4 spots) – Plan junior activities, homecoming, and Junior Prom
- Sophomore Class Officer (4 spots) – Plan sophomore activities, homecoming, and winter dance

**Commissioner Positions** (required items: application, meeting, workshop, and interview)

- Executive Officer of Spirit – Chair spirit committee and oversee all spirit activities
- Commissioner of Athletics – Recognize and work with athletic teams and individuals
- Commissioner of A/V Effects – Chair committee and responsible for all movies, graphics, etc.
- Commissioner of Clubs – Chair committee, oversee all clubs, and plan all club events
- Commissioner of Community Service – Chair committee and coordinate all community events
- Commissioner of Dances – Chair committee and oversee all school dances
- Commissioner of Fundraising – Chair committee and oversee all fundraisers/student store
- Commissioner of Publicity – Chair committee and plan all promotions of ASB events
- Commissioner of Recognition – Chair committee and plan all student/teacher recognition
- Commissioner of X-Factor – Chair committee and plan all X-Factor events

**Leadership Class Positions or Committees** (required items: application)

- Athletics Committee –oversee all athletics teams and sporting events
- Clubs Committee – oversee all clubs and coordinate all club events
- Community Service Committee– Plan and carry out all community service events
- Construction Committee– Build rally sets, homecoming floats for your class, etc.
- Dance Committee – Plan and coordinate school dances
- Disc Jockey – Responsible for all music at ASB events
- Fundraising Committee – in charge of fundraising dinner, golf tournament, student store, etc.
- Games Coordinator – Plan and organize all lunch activities and rally games
- Graphic Designer – Create all graphics (must have Photoshop knowledge)
- Lights – Responsible for all lights and programs at rallies, dances, etc.
- Marketing Manager – Develop the publicity scheme for all events
- Mascot – Part of spirit committee, mascot in themed rallies and at games
- Movie Director – Create all ASB videos, commercials, etc.
- Photographer – Take pictures of ASB events, maintains event wall, works with publicity
- Production Manager – Carry out and implement the publicity scheme
- Publicity Production – Create posters, flyers, etc. and publicize all ASB events
- Spirit Week Coordinator – Plan and coordinate all spirit weeks
- Student Recognition – Recognize and honor WHS students, plan Wildcat Excellence Breakfast
- Teacher Recognition – Recognize and honor WHS teachers
- X-Factor Check-in and Prizes – Responsible for checking in students and prizes at X-factor events
- X-Factor Publicity and Fundraising – Responsible for publicity of games and fundraising
- X-Factor Student Section – Responsible for running student section at games

# The Code of Conduct

The leadership class and Executive Council are the legally authorized governing body of the Associated Student Body. Members of the Executive Council are expected to act at all times in a manner that positively represents the students at Whitney High School. They are expected to carry out the duties of their office in an efficient and ethical manner.

## **Academic Code**

In order to be eligible for leadership, a student must have and maintain a minimum grade point average of 3.00. This GPA must be maintained, regardless of any NC/NM. If a leadership student does not maintain this minimum, they will be put on academic probation. Leadership students must clear all No Credits in a timely manner. If this has not been accomplished within one month after the grading period, the student is declared ineligible. At this point, the Director of Student Activities may take disciplinary action including removing the student from the leadership class.

## **Behavior Code**

Leadership students **must**:

- Be a positive example of the Student Code of Conduct found in the WHS Student Handbook.
- Be present at school on the day of an Executive Council sponsored activity in order to participate in that activity.

Leadership students **must not**:

- Use tobacco, alcohol, or illegal drugs; either on or off campus, during school or non-school related activities.

## **Violation of the Code of Conduct**

Violation of the Code of Conduct will result in disciplinary action. Determination of the action taken will be made by the Activities Director and the school administration. The following actions may occur:

- Removal from the leadership class. Elected and appointed officers may be removed from their positions.
- Suspension from the leadership class
- Any other discipline deemed appropriate

## **Code of Conduct Agreement**

I, the undersigned, do hereby state that I will abide by the rules outlined in this Code of Conduct. I understand the consequences of violation of any part of this Code of Conduct.

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Student Signature

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Parent Signature

# The Application

1. Tell us about a time when you accomplished something that makes you proud.

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2. Why do you want to be in the leadership class?

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3. Write one word that describes each of the following:

Dog

Cat

Rat

Sea

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4. What is your greatest weakness?

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5. If you were an animal what animal would you be and why?

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6. What is your favorite color? \_\_\_\_\_

7. What do you bring to a team? And what do you look for in your teammates?

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8. What is your favorite quote and why?

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9. You are home studying and it is late at night. The next day you have a huge test that if you do well on will give you an "A" in science. If you don't do well you will receive a "B" in the class. You get a phone call from a close friend who is in trouble. Helping this friend will mean sacrificing the "A" in your science class. What do you do and why?

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10. What qualifies you for the position you are applying for? (Example – I want to be the graphic designer because I love creating graphics on computers and using Photoshop. You can even provide examples if you want to...)

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11. If you had to address the world in 50 words, what would you say?

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If selected for leadership I understand that I will have opportunity to purchase the spirit pack for \$75 and will include an ASB/X-factor card, clothing, and apparel at the cost from the manufacturer. I would like to have clothing in the following sizes.

1. Men's Clothing or Women's Clothing **(circle one)**

- |             |   |   |   |    |     |
|-------------|---|---|---|----|-----|
| 2. T-shirts | S | M | L | XL | XXL |
| Sweatshirt  | S | M | L | XL | XXL |
| Sweatpants  | S | M | L | XL | XXL |