

Oct. 7, 2009

Dear Parents & Students,

It's time for Student Council to form for the 2009-2010 school year. Students in grades 4-8 will choose a homeroom representative and an alternate to represent them on the Council. In addition, students in grades 4-8 will select Student Council officers from grades 6, 7, or 8 candidates. Here are this years important dates:

Oct. 7-Oct. 14	Nomination Days
Oct. 12 – Oct. 19	Campaigning
Oct. 16	Assembly with officer candidate speeches and Presidential Election speeches - 2:20
Oct. 19	Election Day for officers
Oct. 20	Election Day for homeroom reps & alternates
Oct. 21	Induction of officers, reps, and alternates after Mass

Please review the Student Council job with your child(ren) and discuss important leadership qualities and how to make a good choice of candidates. If your child is interested in running for a position on Student Council, review with them the commitment needed to serve well.

There are 3 ways to become an official candidate for officers: self-nomination, peer-nomination, or teacher-nomination. Nomination forms are available from homeroom teachers or the school office. Nomination forms are due to teachers or the office by 2:30 on October 14. Please note that certain officer positions are grade specific. Classroom reps don't need nomination forms - they will be nominated in the classroom after the officer election.

Student Council meetings will be held twice each month from 3:00-3:45 unless otherwise noted on Thursdays. The dates will be posted on the school monthly calendar. The bottom portion of this letter must be signed by both parent and student in order to run or serve as a Student Council officer.

My son/daughter _____ has permission to stay afterschool on the 2 meeting days of each month from 3:00-3:45 and to participate in Student Council events if elected.

Parent _____ Student _____
(sign & return to office)

JOB DESCRIPTION

- President (8th grade)**
- Preside over Student Council meetings using parliamentary procedure
 - Help facilitate the decision-making process
 - Inform K4, K5, 1st, 2nd, and 3rd grade homerooms of any Student Council activities
 - Organize and direct the activities Student Council is involved in
 - Assist the secretary in publication of minutes for all meetings.
- Vice President (7th grade)**
- In absence of President, preside over Student Council meetings
 - Assist the President in the performance of his/her duties
 - Assist the secretary in the publication of minutes for all meetings.
- Secretary (7th or 8th grade)**
- Attend all Student Council meetings
 - Keep attendance records for all Student Council representatives/alternates
 - Record minutes for all meetings and within one week provide **written** copies for all homeroom teachers, principal, and office staff
 - Assist president in the performance of his/her duties.
- Treasurer (6th grade)**
- Attend all meetings
 - Be responsible for any money collected from a Student Council activity
 - Keep accurate records of all monies
 - Assist other officers in performances of their duties.
- Representative (4th - 8th grade)**
- Attend all meetings. If unable to attend, alternate should be notified
 - Return to homeroom with any Student Council business
 - Bring to Student Council meetings concerns from his/her homeroom
 - Participate in and help with all Student Council activities.

STUDENT COUNCIL

NOMINATION FORM 2009-2010

I nominate _____ grade _____ for the position of:

- _____ President - Grade 8
- _____ Vice-President - Grade 7
- _____ Secretary - Grade 7 or 8
- _____ Treasurer - Grade 6

Nominating person _____ grade _____

Note: Each nomination must be signed by 3 students and 3 teachers.

Student Signatures

1. _____
2. _____
3. _____

Teacher Signatures

1. _____
2. _____
3. _____

Return forms to the office or your homeroom teacher by Oct. 14