

Application for Student Council Board Positions

This application is your chance to make a difference at Normal West High School! We are so excited that you have a desire to run for an executive position in Student Council, however, we need to make sure that you have the necessary leadership skills and enough experience that you'll be able to carry out the job successfully. We need to ensure you will also be able to balance your academic workload and Student Council responsibilities.

We are looking for students that have displayed commitment, responsibility and leadership. Candidates should be cooperative, reliable, team oriented and resourceful. Multi-tasking is critical and students must be able to work with not only fellow students but West staff as well.

Please indicate the position(s) that you would like to be considered for. Duties mentioned might change as the year goes on. Please list in order of preference. Place number 1-7, 1 referring to what you want most. Please note that you are not guaranteed your first preference(s), we will determine which position fits you best based on your past experience & abilities.

___ President (1)

Write agendas for chair meetings of board and council; oversee council ran events; delegate other tasks and ensure they are fulfilled; assist all Chairs with their duties; ensure the overall smooth running of council; prepare calendar.

___ Homecoming Chair (1)

Provide guidance to each hallway; oversee hallway plans, budgets and material purchasing; oversee Atrium decorating; oversee Spirit Week; coordinate the Homecoming Parade entry of Student Council including participants, candy and truck with decoration; ensure the overall smooth running of the event.

___ King of Hearts Chair (1)

Coordinate the KOH event; manage the voting and candidate process; scheduling and notification of practices; organize and guide committees (décor, judges table, dance, tickets and other committees needed).

___ Treasurer/Secretary (1)

Maintain attendance records; King of Hearts ticket coordinator.

___ Community Involvement Chair (1)

Coordinate our events that involve the community including our Red Cross Blood Drive, Midwest Food Bank events, United Way and Red Out events; manage Sign Up Genius for volunteers; manage all supplies for charity events.

___ **Public Relation Chair (1)**

Oversee all assemblies including recruitment of assembly speakers and student body and staff participation; utilize student announcements and What's Up Wildcat boards; manage the Student Council Bulletin board by creating a new board each month; create and maintain membership locker tags; maintain our website presence thru our West website, Instagram and any other social media deemed appropriate.

___ **Fundraising (1)**

Oversee all fundraising activities. These include Applebees, Dine to Donates, Butterbraids, Hy-Vee Bagging events, Spirit sales (tshirt, poms, etc), and Meal fundraisers just to name a few. Manage all supplies needed for all fundraising events; manage Sign Up Genius for volunteers

Please list below any activities that you plan on participating in during the 2023-2024 school year. This may include clubs, sports teams, band, FMP, etc. It should also include paid work (include your weekly hours/schedule so we know when you cannot attend) or community volunteer positions. We need to know how much time you'll have remaining to devote to Student Council.

Clubs:

Sports:

Paid-Work:

Volunteer:

Other:

Outline any new ideas for new events or activities that you would like to see Student Council organize. This can be in bulleted form. (Please go all out with this! We are always open to new ideas to help support Normal West, get involved with the community, and to fundraise!).

I, _____, certify that all of my responses are factually accurate and are of my own work. I fully understand the commitment and responsibilities for which I am applying to run. I recognize that I may be deemed unqualified for the position I have applied for. I am aware that a formal resignation is required for me to leave Student Council or Student Council Board. Misbehavior as a student leader could ultimately lead to the dismissal of my membership. I must maintain a 3.5 cumulative GPA or higher, have no more than one grade below a D, and no discipline referrals. All board members are expected to adhere to the behavior contract. If broken you agree that you may face consequences and possible removal from the board. Attendance is mandatory at all meetings and missing more than two may result in dismissal. **Early Graduates cannot apply for a Board position.**

Signature: _____ Date: _____

This application is due March 17th (NO EXCEPTIONS & MUST BE PRINTED)

Please contact Lisa Nichols by email (nicholsl@unit5.org) or in the IMC during school with any application questions or concerns

Student Council Behavior Contract

By becoming a member of Student Council, you are agreeing to uphold the standards of excellence that Normal West HS is known for and exemplify the "Wildcat Way" at all times, even when you are not specifically working on or toward a Student Council event. As a representative of both Normal West High School and its Student Council, your behavior must be above reproach. Your job is to promote the Wildcat Way by doing the right thing, the right way, all of the time. This can be defined as:

- Abiding by all West rules such as code of conduct and dress code.
- Upholding all West rules and regulations in regards to grades and behavior.
- Attending all required Student Council events and showing up in a timely manner.
- Honoring your word once it is given.

Social Media:

- Your participation in social media is an asset to our program as you can use it to help build interest in our events and provide a positive image of West Student Council in a very real way. That being said, BE CAREFUL what you post and share! Once you become a member of Student Council, people associate you with the program no matter where you are or what you are doing.

Behavior unbecoming a member/officer of Student Council is defined as, but not limited to:

- Inability to fulfill your job description
- Any public misrepresentation of Student Council or Normal West High School (warrants immediate removal)
- Insubordination to any teacher/administrator (warrants immediate removal)
- Speaking ill of teachers, administrators, Student Council members, classmates, or other students in the school (probation for a quarter)
- Posting status updates, comments, pictures, etc. of an inappropriate nature on a social media site. (probation for a semester, or in the case of a major infraction (including but not limited to drinking, nudity, etc.), immediate removal)
- Promoting inappropriate behavior either through promoting gossip, rumors, fights, etc. (probation for a quarter)
- Smoking/Using Drugs/Alcohol/Partying (immediate removal)
- Cheating/Academic Dishonesty (immediate removal)
- Failing to maintain a passing GPA in all of your courses (probation for a quarter)
- Lack of timeliness or failure to work on Student Council events (both in class and outside of it) If a pattern is established, it warrants immediate removal.
- Behavior warranting placement in Reset (immediate removal)

By signing below, you are stating that you understand and agree to adhere to the highest behavioral standards. Your signature also indicates you understand that failure to do so will mean you are subject to disciplinary action and possible removal from the program.

Student Signature _____ Date _____

Parent Signature _____ Date _____