

# STUDENT COUNCIL NEWS

To: 5th / 6th / 7th Grade Students

From: Ms. DeAngelo, Student Council Advisor

Date: May 31, 2013

**Re: Student Council Officer Elections, 2013-2014**

On June 12th, you will elect Student Council officers for the 2013-2014 school year. Please post the following information in your classroom and call it to your classmates' attention.

The BMS Student Council shall consist of the following officers:

OFFICERS	REQUIREMENTS	<b>NOTE: Student Council should be the PRIMARY activity for all student council officers.</b>
President	7th grader	
2nd Vice President	6th grader	
Treasurer	7th grader	
Assistant Treasurer	5th, 6th, or 7th grader	
Secretary	7th grader	

**To run for Student Council office you must submit an Election Petition with two teacher signatures and sixteen legible student signatures. See due dates below:**

## **IMPORTANT DATES:**

**May 31, June 3 & 4: Pick up Election Petitions from Ms. DeAngelo in Room 230.**

**June 5: Return Election Petitions to Ms. DeAngelo in Room 230 with a copy of your report card (showing grades in all classes) as well as the campaign rules sheet with the two required signatures. Once you are approved, you may begin your campaign.**

**June 6: Qualifications and ideas sheet due to Ms. DeAngelo**

**June 7: Qualifications and ideas sheet returned to students with comments**

**June 10: Final copy of speeches due to Ms. DeAngelo for final approval**

**June 12: Candidates' speeches at an assembly**

**June 12: Voting in Period 8 classes after assembly**

Student Council will also have one Senator elected to serve as the representative from each Science classroom, grades 5 – 8. The election for classroom Senators will take place in September 2013.

## STUDENT COUNCIL ELECTION PETITION

Name\_\_\_\_\_Grade\_\_\_\_\_

Office you plan for run for\_\_\_\_\_

### RULES:

1. Students may sign only one candidate's petition per office.
  2. A candidate must have two teacher signatures.
  3. A candidate must have sixteen legible student signatures on the bottom half of this sheet.
  4. A candidate must have a C average in all classes and be a positive school citizen.
- \*Bring a copy of your latest report card.\***
5. Return petitions to Ms. DeAngelo in Room 230 **by the close of school, Wednesday, June 5, 2013.**
  6. Seventh grade students may run for the following offices:
    - President
    - Treasurer
    - Secretary
    - Assistant Treasurer
  7. Sixth grade students may run for the following offices:
    - 2<sup>nd</sup> Vice President
    - Assistant Treasurer
    - Corresponding Secretary
  8. Fifth grade students may run for the following office:
    - Assistant Treasurer

*We, the undersigned, support the candidacy of the above named person:*

_____ Teacher	_____ Teacher
1.	9.
2.	10.
3.	11.
4.	12.
5.	13.
6.	14.
7.	15.
8.	16.

## DUTIES OF STUDENT COUNCIL OFFICERS

### President:

- Prepares the agenda for each council meeting
- Presides at all business meetings
- Calls meetings to order
- Announces the business which should come before the council
- Assigns the floor to members who wish to speak
- States all properly presented motions and restates all unclear motions
- Restricts discussion to the question at hand
- Makes certain that members understand the business at hand
- States the exact question to be voted upon and puts it to the vote
- Votes in case of a tie
- Announces votes and the results of votes
- Acts as the representative of the council to outside persons and organizations
- Appoints committees
- Performs all other duties which may be assigned by the bylaws or the council

### 1<sup>st</sup> Vice President:

- Assists the president
- Must be ready to assume temporarily the office and duties of the president in case of absence
- Heads activities or committees as assigned by the president or bylaws

### 2<sup>nd</sup> Vice President:

- Assists the president and 1<sup>st</sup> vice president
- Must be ready to assume temporarily the office of 1<sup>st</sup> vice president in case of absence
- Heads activities or committees as assigned by the president or bylaws

### Treasurer:

- Collects monies due the council
- Prepares all monies to be deposited
- Is present at all activities where monies are collected
- Keeps an accurate record of all funds collected and disbursed
- Checks all bills which need paying
- Presents a report of the finances at each meeting of the council
- Presents an end-of-the-year financial report to the council

### Assistant Treasurer:

- Assists the treasurer in collecting and preparing monies to be deposited
- Is present at all activities where monies are collected
- Performs duties assigned by the treasurer

### Secretary:

- Keeps a careful and accurate record of the meetings
- Furnishes the exact wording of a motion which is before the council
- Signs all records
- Reads papers as necessary
- Submits minutes of previous meetings at each council meeting
- Gives record of all executive and any special meetings held
- Keeps all records, reports, etc. not assigned to others
- Writes official letters for the council
- Keeps a file of all correspondence
- Prepares an accurate roll of members
- Calls the roll at each meeting
- Keeps an accurate attendance roll
- Notifies the advisor of member absentees

# STUDENT COUNCIL ELECTION CAMPAIGN RULES

## Candidates:

1. The cost of campaign materials should not exceed \$25.00 (to create posters/flyers).
2. Each candidate may put up **eight** campaign posters, which **must be approved** by Ms. DeAngelo before they are hung. Place four in the upstairs hallways and four in the downstairs hallways. Posters **may not be larger than 22 x 28 inches. (These posters may not be hung up on any white walls in the school!)**
3. Computer generated signs should be limited to 1 foot by 4 feet, and **must be approved** by Ms. DeAngelo before they are hung. Candidates may put up **one** computer generated sign. **(This sign may not be hung up on any white walls in the school!)**
4. No campaigning will be allowed on Election Day, June 12th.
5. You must have a classroom teacher's permission to place campaign literature in his or her classroom.
6. You may put your material up during your before-school/lunch period. Get permission from your morning duty teacher or the teacher on lunch duty (eat your lunch first) to leave the area. Bring masking tape to use to put your posters up. **Do not do this unless your materials have been approved by Ms. DeAngelo.**
7. Any candidate who defaces (draws on/write's on) another candidate's materials will be immediately eliminated from the campaign.
8. You may not distribute any material items during your campaign. This includes candy, any type of food, pencils, individual flyers, pins, or any other products that are purchased.
9. **Begin to prepare your campaign speech.** All candidates should prepare a short speech to be given during the assembly on Wednesday, June 12th. Remember to speak slowly and clearly, not giggle, state the office for which you are running, give your qualifications, tell what makes you the best candidate for the job, and provide any other information that is positive and relevant.
10. MOST IMPORTANTLY: Keep all campaign literature positive and DO NOT make promises that you cannot keep.
11. The election will take place in Period 8 classrooms on Wednesday, June 12th after the assembly.

12. IMMEDIATELY AFTER THE ELECTION, ALL CAMPAIGN LITERATURE MUST BE REMOVED FROM THE HALLS AND / OR CLASSROOMS.

If you agree to the campaign rules listed above please have the two following signatures completed and returned to Ms.DeAngelo on June 5<sup>th</sup> when you hand in your petition.

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Student Signature

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Parent/Guardian Signature