

KULSHAN MIDDLE SCHOOL

ASB ELECTIONS Application Packet

EXECUTIVE OFFICERS

(8th grade / ASB Officer or Rep experience preferred)

President

Vice President

Treasurer

Secretary

Publicity Chair

GRADE-LEVEL OFFICERS

Co-Presidents

(2 per grade level)

Representatives

(1 per grade level)

DUE DATES:

Completed Application Packet = May 29 by 11:59 pm

FlipGrid Video Speech = June 1

(When you return your completed packet, Mr. Shaffer will give you a code to access the FlipGrid and directions for creating your video speech)

CAMPAIGN GUIDELINES: Failure to follow these guidelines may result in disqualification.

- Read through the position descriptions and expectations
- **Application Packets** must be completed and turned in to Mr. Shaffer by 11:59pm on Friday, May 29.
- Create a FlipGrid video speech. **Video Speech links will be given only when you return your completed application!** Return it early, if possible!

POSITION DESCRIPTIONS

All members of ASB are expected to:

- Uphold the school constitution and pledge at all times
- Represent the school and school district at events
- Help raise funds for ASB
- Attend all ASB meetings, activities and events; including set up and clean up

Additional duties include but are not limited to:

PRESIDENT

- Preside over all ASB meetings
- See that all members carry out duties assigned to them
- Check in with ASB Advisor at least once weekly

VICE PRESIDENT

- Assume duties of president in their absence
- Act as a liaison between the student body at large and the Executive Board

SECRETARY

- Record notes at every ASB meeting and give a copy to the advisors prior to the following meeting.
- Take attendance at all meetings
- Send all correspondence from ASB to other organizations, including Kulshan staff.

TREASURER

- Check in with ASB Secretary daily or as they deem necessary
- Sign requisitions as needed
- Review budget with ASB Secretary and present it to the Executive Board at meetings as needed

PUBLICITY CHAIR

- Responsible for assuring all posters are made for events and activities
- Responsible for promotion of all events and activities

CLASS PRESIDENTS (2 Co-Presidents per grade)

- Act as a liaison between the grade level student body and the Executive Board

REPRESENTATIVE (1 Representative per grade)

- Assist ASB officers as needed with school activities
- Aid in creating a positive, kind school culture

For the 2020-2021 school year, we will also elect **Link Representatives**. These Reps will be elected in the Fall in your Link classes. This position is not part of the Spring election.

ASB EXPECTATIONS

I UNDERSTAND THAT:

- ASB officers are the leaders of the Associated Student Body (ASB) and as such should handle themselves with **honesty, maturity and responsibility**.
- Failure to complete any part of the election application packet, or to follow campaign guidelines, or receiving a score of 3 or less in any area on the teacher evaluation form, could result in my disqualification to be elected as an officer.
- If a concern about my ability to be an effective officer arises during the campaign session (such as a negative teacher evaluation or grade issue), I may be ineligible to run for office.
- I will be asked to **put forth extra effort** for help Kulshan Middle School excel in areas of student achievement and school pride.
- There may be occasions in which I must **miss class** to conduct ASB business. During such occasions I will **seek written permission** from my teachers and be responsible for **making up class work** that I have missed.
- There may be occasions in which I will be asked to participate in ASB activities outside of the regular school day. **If I am unable to attend, I must provide a note or phone call from my family explaining why I cannot attend.**
- If I have insufficient grades, do not meet stamp expectations, have poor attendance, miss 2 or more meetings, have poor ASB function participation, and/or behave in a manner unbecoming of an ASB officer (such as an office referral, lunch detention, suspension, etc.) I may be removed from office.
- I am expected to earn a majority of 3's and above in my classes with few, if any, missing assignments.
- I am expected to earn a minimum of 80% of my stamps.

Thank you for carefully reading through all of the material in this document. The next step is to complete your digital application. When you complete the application, Mr. Shaffer will send you a link to the FlipGrid, so you can record your speech.

[Kulshan ASB Digital Application](#)