Dear Candidate:

Thank you for considering a position on student council. As a Council member, you will represent Marvin Ridge High School as a leader within the school and the community. In addition, you will be a voice for your class, and will aid in making decisions regarding school events. You will play an active role in organizing and executing student-life activities, such as class events and service projects. You will also have opportunities to strengthen your leadership skills by attending leadership conferences.

Please read the Student Council application packet thoroughly, and reflect on your present and future time commitments. Being a member of Student Council is similar to being a member of a sports team for an entire school year. You must show up for weekly meetings, attend leadership conferences, participate in student-life events and conduct service projects. Your submission of the Student Council application packet demonstrates your commitment to Council, and that you agree to adhere to the expectations and policies of Student Council, Marvin Ridge High School, and Union County Public Schools.

To uphold the integrity of Council as an organization of student leaders, each member will be held accountable for attending weekly meetings, and participating in student council events. Regardless of your position on Council, each member is required to participate in a certain number and/or type of student-life and service events to remain on Council. Each semester, every member’s participation records will be reviewed by the class secretaries and Council advisors. If a member does not meet all of the accountability model requirements, has accrued too many unexcused absences, and/or does not fulfill all that is required of them in their position, then they will be removed from Student Council.

To become a member of Council, each applicant must choose their appropriate participation level and meet the necessary qualifications to apply or run for that position.

MRHS looks forward to working with you on implementing student-life activities that instill pride in our school and exemplify our school’s vision to “… provide a diverse educational experience which will empower our students to succeed as citizens in a changing global community.”
FALL APPLICATION PROCESS:

1. Members for Student Council, including all Officer positions, apply, and are accepted during the regular Spring application period. The Fall application period occurs during Club Week. It is only open to new/transfer students to UCPS/MRHS and current freshman students. Upon receipt of the application, applicant status will be verified. Upper-classmen students who attended MRHS during the 2016 Spring Semester are not eligible to apply to Council during the Fall application period, and should submit an application during the regular 2017 Spring application period. Applications received from students falling into this category will not be reviewed.

2. Applicants must complete all necessary forms in this packet and return the completed application packet to the main office with all required documents in the correct order as outlined in the application packet checklist, no later than 3:00 pm on Monday, September 19th, 2016. Any incomplete and/or late application packets received will not be reviewed, and will disqualify the applicant from serving on Student Council. It is strongly recommended that you submit your materials early, as late applications will NOT be accepted under any circumstances.

3. New/transfer and current freshman applicants are only eligible to apply for a representative position on Council. However, they may submit an Officer application during the 2017 Spring application period, provided they meet the requirements as outlined in the Spring application.
Student Council Position Roles and Responsibilities:

The Student Body President shall hold and carry-out the following duties and responsibilities:

a. Creating meeting agendas, and facilitating all student council weekly meetings  
b. Attending monthly staff meetings when necessary  
c. Assisting with school assemblies, pep rallies, PTSO, Spirit Week, Orientation, Club Week, and Open House  
d. Attending monthly site base meetings on the fourth Wednesday of each month (as needed) to report on student life activities and offer suggestions  
e. Organizing the sales of the Orange Crush T-shirts  
f. Organizing and planning Freshman Orientation and “New to Marvin Ridge High School” sessions in collaboration with the Administration and/or Guidance  
g. Prepare and deliver a speech at Graduation  
h. Planning and implementing all homecoming events and student body events  
i. Informing students of all student council and class events  
j. Planning, organizing, and facilitating the school’s leadership training  
k. Attending, and actively involved in the planning and implementation of the NCASC State and/or Western District Leadership Conference if MRHS is the host school  
l. Aid in the revision of the Application Process for the following year  
m. Serve as a member on the UCPS Superintendent Advisory Committee  
n. Serving on Union County Student Council  
o. Perform the duties of Vice President, Secretary, and/or Historian in their absence when necessary  
p. Perform additional duties as needed and assigned by the Council Advisor(s) and/or Administration  

The Student Body Vice President shall hold and carry-out the following duties and responsibilities:

a. Assisting the Student Body President as needed and requested in preparation for student council weekly meetings  
b. Attending monthly site base and/or staff meetings if the Student Body President cannot attend  
c. Assist in the organizing and planning of Freshman Orientation and “New to Marvin Ridge High School” sessions  
d. Assist in the organizing the sale of the Orange Crush T-shirts  
e. Assist with the planning and implementing of all homecoming events and student body events  
f. Follow-up with Class-level Officers and Representatives regarding any assignments given to them  
g. Informing students of all student council and class events  
h. Assist in planning, organizing, and facilitating the school’s leadership training  
i. Attending, and actively involved in the planning and implementation of the NCASC State and/or Western District Leadership Conference if MRHS is the host school  
j. Perform the duties of President, Secretary, and/or Historian in their absence when necessary  
k. Perform additional duties as needed and assigned by the Council Advisor(s) and/or Administration
The Student Body Secretary shall hold and carry-out the following duties and responsibilities:

a. Keeping attendance records at all student council meetings – an accurate, legible, and well-organized hard-copy of attendance must be maintained
b. Maintain the confidentiality of all members’ attendance and accountability records, keeping such records safe and private, and not discussing by any medium of communication the details of such records with other members or non-members. Details may only be discussed with the member(s) the documentation pertains to, the Class-level Secretaries if needed, and the Council Advisor(s)
c. Collaborating with class secretaries on attendance of class meetings, and requiring from them their attendance logs from time to time to be organized into a journal or binder, and to be presented to the Council Advisor(s) upon request
d. Keeping a record of minutes, which includes the specific details of all activities during all student council meetings, and requiring the record of minutes from all Class Secretaries from time to time to be organized into a journal or binder, and to be presented to the Council Advisor(s) upon request
e. Communicating regularly with ALL necessary student council members, and keeping a hard-copy and/or written record of all digital communications to be organized into a journal or binder, and to be presented to the Council Advisor(s) upon request
f. Assist in the organizing and planning Freshman Orientation and “New to Marvin Ridge High School” sessions.
g. Assist in the planning and implementing of all homecoming events and student body events
h. Informing students of all student council and class events
i. Assist in planning, organizing, and facilitating the school’s leadership training
j. Attending, and actively involved in the planning and implementation of the NCASC State and/or Western District Leadership Conference if MRHS is the host school
k. Perform the duties of President, Vice President, and/or Historian in their absence when necessary
l. Perform additional duties as needed and assigned by the Council Advisor(s) and/or Administration

The Student Body Historian shall hold and carry-out the following duties and responsibilities:

a. Collaborating with class historians
b. Capturing highlights through the use of photography and/or video all student life activities and events
c. Assist in planning, organizing, and facilitating the school’s leadership training
d. Assist in the organizing and planning Homecoming events, Freshman Orientation, and “New to Marvin Ridge High School” sessions
e. Attending, and actively involved in the planning and implementation of the NCASC State and/or Western District Leadership Conference if MRHS is the host school
f. Informing students of all student council and class events
g. Maintaining and updating the Student Council Bulletin Board each month, and calling upon the Class Historians, and other Council members as needed, to provide photographs and other information to affix to the Board
h. Collaborating with the Class Historians on creating the student council scrapbook/annual product, and updating the Student Council website
i. Creating and implementing advertising campaigns for Council- and Class-sponsored events
j. Creating and implementing fund-raising campaigns for Council- and Class-sponsored events
k. Reach out to local business owners and community leaders to acquire promotional items to use for event prizes, and writing “Thank you” notes to those who donate
l. Perform the duties of President, Vice President, and/or Secretary in their absence when necessary
m. Perform additional duties as needed and assigned by the Council Advisor(s) and/or Administration

The failure of any Student Body Officer to perform any of the specified or additional duties required by the position may result in any or all of the following: a verbal/written warning, probation, a conference with the Council advisors and the Assistant Principal in charge of Student Life for dismissal from the Office held or Council entirely.
Student Council Position Roles and Responsibilities cont.:  

Each Class-level President shall hold and carry-out the following duties and responsibilities:

a. Creating meeting agendas, and facilitating bi-monthly class meetings
b. Meeting twice a month with student body officers
c. Attending all student council and class meetings.
d. Attending council, class and school events
e. Informing students of all student council and class events
f. Participate in service projects
g. Chair or serve on a subcommittee as implemented throughout the school year.
h. Attending, and actively involved in the planning and implementation of the NCASC State and/or Western District Leadership Conference if MRHS is the host school
i. Prepare and deliver a speech at Graduation (12th Grade President only)
j. Perform the duties of Vice President, Secretary, and/or Historian in their absence when necessary
k. Perform additional duties as needed and assigned by the Council Advisor(s) and/or Administration

Each Class-level Vice President shall hold and carry-out the following duties and responsibilities:

a. Attending all student council and class meetings.
b. Assist the Class President in preparing for and conducting class meetings
c. Meeting twice a month with student body officers
d. Attending council, class and school events
e. Informing students of all student council and class events
f. Participate in service projects donations
g. Chair or serve on a subcommittee as implemented throughout the school year.
h. Attending, and actively involved in the planning and implementation of the NCASC State and/or Western District Leadership Conference if MRHS is the host school
i. Prepare and deliver a speech at Graduation (12th Grade Vice President only)
j. Perform the duties of President, Secretary, and/or Historian in their absence when necessary
k. Perform additional duties as needed and assigned by the Council Advisor(s) and/or Administration
Student Council Position Roles and Responsibilities cont.:

Each Class-level Secretary shall hold and carry-out the following duties and responsibilities:

a. Attending all required student council, officer and class meetings.
b. Keeping attendance records at all student council meetings – an accurate, legible, and well-organized hard-copy of attendance must be maintained
c. Maintain the confidentiality of all members’ attendance and accountability records, keeping such records safe and private, and not discussing by any medium of communication the details of such records with other members or non-members. Details may only be discussed with the member(s) the documentation pertains to, the Student Body Secretary if needed, and the Council Advisor(s)
d. Submitting attendance logs when requested to the Student Body Secretary to be organized into a journal or binder, and to be presented to the Council Advisor(s) upon request
e. Keeping a record of minutes, which includes the specific details of all activities during all student council meetings
f. Submitting the record of minutes when requested to the Student Body Secretary to be organized into a journal or binder, and to be presented to the Council Advisor(s) upon request
g. Communicating regularly with ALL necessary student council members, and keeping a hard-copy and/or written record of all digital communications to be organized into a journal or binder, and to be presented to the Council Advisor(s) upon request
h. Meeting twice a month with student body officers
i. Participate in and attend council, class and school events
j. Informing students of all student council and class events
k. Participate in service projects
l. Attending, and actively involved in the planning and implementation of the NCASC State and/or Western District Leadership Conference if MRHS is the host school
m. Prepare and deliver a speech at Graduation (12th Grade Secretary only)
n. Perform the duties of President, Vice President, and/or Historian in their absence when necessary
o. Perform additional duties as needed and assigned by the Council Advisor(s) and/or Administration

Each Class-level Historian shall hold and carry-out the following duties and responsibilities:

a. Attending all required student council, officer and class meetings.
b. Collaborating with other class historians to capturing highlights of all class events
c. Capturing highlights through the use of photography and/or video all student life activities and events
d. Maintaining and updating the Student Council Bulletin Board each month, and provide photographs and other information to affix to the Board
e. Creating and implementing advertising campaigns for Council- and Class-sponsored events
f. Creating and implementing fund-raising campaigns for Council- and Class-sponsored events
g. Reach out to local business owners and community leaders to acquire promotional items to use for event prizes, and writing “Thank you” notes to those who donate
h. Collaborating with the Student Body Historian on creating the student council scrapbook/annual product
i. Meeting twice a month with student body officers
j. Participating in homecoming events
k. Participate in service projects
l. Informing students of all student council and class events
m. Participate in, and attend council, class and school events
n. Attending, and actively involved in the planning and implementation of the NCASC State and/or Western District Leadership Conference if MRHS is the host school
o. Prepare and deliver a speech at Graduation (12th Grade Historian only)
p. Perform the duties of President, Vice President, and/or Secretary in their absence when necessary
q. Perform additional duties as needed and assigned by the Council Advisor(s) and/or Administration
**Student Council Position Roles and Responsibilities:**

Each Council/Class Representative shall hold and carry-out the following duties and responsibilities:

- a. Attending all student council and class meetings.
- b. Attending and assisting with class events and service projects
- c. Assessing student interest and providing feedback at student council and class meetings
- d. Informing students of all student council and class events
- e. Serve on a subcommittee as implemented throughout the school year.
- f. Attending, and actively involved in the planning and implementation of the NCASC State and/or Western District Leadership Conference if MRHS is the host school
- g. Participating in three or more Council- and/or Class-sponsored events each semester, with one event per semester being from a different Class
- h. Complete additional duties as assigned by Student Body Officers, Class Officers, Council advisors, and/or administration

The failure of any Class-level Officer and/or Representative to perform any of the specified or additional duties required by the position may result in any or all of the following: a verbal/written warning, probation, a conference with the Council advisors and the Assistant Principal in charge of Student Life for dismissal from the Office/position held or Council entirely.
**Student Council Position Roles and Responsibilities:**

**Student Body Officers:** Student Body officers will meet every Tuesday morning at 7:15 am with the Council advisors. Student Body will meet with all Class officers at least twice a month to help with class activities. In addition, one or more Student Body officers will attend monthly staff meetings on the first Wednesday of each month as requested. One or more Student Body officers must attend every Council- and Class-sponsored event. The decision of which officer will attend each event will be left to the four officers, excepting instances of disagreement, in which the decision will fall to Council advisors. Each Officer has specified roles and responsibilities as outlined below, but additional duties may devolve upon them as required by the Council advisors or administration. All Student Council Officers must maintain exemplary work habits, remember to act as leaders in all areas of the school – both in the classroom and out, and be role models not only to the student body of Marvin Ridge, but also to the Student Council Representatives. Failure to perform any of the duties required by the position held will result in a conference with the Council Advisor(s) and the Assistant Principal in charge of Student Life and could result in dismissal from the Office held or Council entirely.

**Class Officers and Representative Positions:** Class Officers will meet every Tuesday morning at 7:15 am with Council and Class-level advisors. Representatives will meet every Thursday morning at 7:15 am with Council and Class-level advisors. Officers will meet with all representatives at least twice a month to plan and help with class activities. Two or more Class Officers must attend every Class-sponsored event they organize. The decision of which officer will attend each event will be left to the four officers, excepting instances of disagreement, in which the decision will fall to Council advisors. Officers have specified roles and responsibilities as outlined below, but additional duties may devolve upon them as required by the Student Body Officers, Council advisors or administration. All Student Council Officers must maintain exemplary work habits, remember to act as leaders in all areas of the school – both in the classroom and out, and be role models not only to the student body of Marvin Ridge, but also to the Student Council Representatives. Failure to perform any of the duties required by the position held will result in a conference with the Council Advisor(s) and the Assistant Principal in charge of Student Life and could result in dismissal from the Office held or Council entirely.

I have read, understand, and will fully comply with all the terms and conditions specified in the Roles and Responsibilities Section (pg. 3-8).

Student Name:_________________________________ Date:_____________

Student Signature:_________________________________ Date:_____________

Parent/Guardian Name:_________________________________ Date:____________

Parent/Guardian Signature:_________________________________ Date:__________
Student Council Applicant Basic Information Form (A)

Applications must be turned into the front office by Monday, September 19th, 2016 at 3:00 p.m.

Name: ___________________________________ T-Shirt Size: __________

Student Email: ______________________________________________
(Please print legibly, and use an email that you check on a daily basis, including during the summer)

Directions: Please complete the information below regarding your other extra-curricular activities (other clubs, sports, band, theatre, work, etc…). Do not include Student Council.

<table>
<thead>
<tr>
<th>Name of Extra-curricular Activity</th>
<th>1st or 2nd semester or year-long</th>
<th>Your Position</th>
<th>Name of Advisor, Coach, Supervisor</th>
<th>Meeting Dates, Times, and Frequency</th>
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Current Grade Level: _________ Un-weighted GPA: _________

Select the position you are applying for below:

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<tr>
<th>Position</th>
<th>Current Freshman</th>
<th>Current Sophomore</th>
<th>Current Junior</th>
<th>Current Senior</th>
<th>Student Body</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Vice President</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Secretary</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Historian</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Representative</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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Current Class Schedule: 2016-2017

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<tr>
<th>Period</th>
<th>First Semester</th>
<th>Second Semester</th>
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<tr>
<td>Teacher</td>
<td>Class</td>
<td>Teacher</td>
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All applicants will be scored to determine their eligibility for acceptance to Student Council. Scoring factors will differ between veteran student council applicants and non-veteran (new) applicants.

To be eligible to run for a STUDENT BODY OFFICER position you must meet all of the following requirements:

1) Served on student council for at least 2 years with no record of discipline that includes, but is not limited to warnings and probation, and with Council advisor consent
2) Only rising seniors are eligible for the Offices of President and Vice President, and must have held a current, or previous, Class Officer position, and/or Officer position on the NCASC State Executive Board
3) Rising seniors and juniors are eligible for the Offices of Secretary and Historian, but are not required to have held a current, or previous, Class Officer position, and/or Officer position on the NCASC State Executive Board. Officer experience is preferred.
4) Attended 2 student council leadership conferences within the last 2 years
5) May not hold, or intend to hold, any Officer position in other MRHS extracurricular organizations without Council advisor consent
6) Must have a 3.25 un-weighted GPA
7) Meets the additional scoring requirements as outlined in the Student Council Application Packet

To be eligible to run for a CLASS OFFICER position you must meet all of the following requirements:

1) Served on student council for at least 1 year with no record of discipline that includes, but is not limited to warnings and probation, and with Council advisor consent
2) Attended 1 or more student council leadership conferences within the last 2 years
3) Must have a 3.25 un-weighted GPA
4) Meets the additional scoring requirements as outlined in the Student Council Application Packet

To be eligible for a CLASS REPRESENTATIVE position you must meet the following requirements:

1) Must have a 3.0 un-weighted GPA
2) Meets the additional scoring requirements as outlined in the Student Council Application Packet

I have read, understand, and will fully comply with all the terms and conditions specified in the Position Qualifications Form above.

Student Name:________________________________ Date:__________

Student Signature:________________________________ Date:__________

Parent/Guardian Name:___________________________ Date:__________

Parent/Guardian Signature:_________________________ Date:__________
Veteran Member Participation Eligibility Requirements:

In addition to the individual position requirements listed in this application packet, the scoring of applicants who are veteran members of Student Council will be based in part on a review of their participation records (Majors/Minors) for the current year. Three tiers have been established to separate veterans based on their level of participation, responsibility, and leadership in Class- and Council-sponsored events during the current Council Year. Veteran position eligibility will be based, in part, on the requisite number of valid majors and minors outlined below. Leadership positions will require a higher number of major and minors as indicated in the 2015-16 Council Accountability Policy.

Veteran applicants must have a minimum of 2 majors and 4 minors in this scoring component to be eligible for a Class Representative position on Student Council. Each valid major and each valid minor earned during the current Council Year will count toward this minimum requirement.

Any veteran applicant that is running for an elected Class Officer position must have a minimum of 3 majors and 6 minors in this scoring component to be eligible to run for the specified office position. Each valid major and each valid minor earned during the current Council Year will count toward this minimum requirement. Veterans seeking elected office who do not meet this requirement may still apply for a Class Representative position if eligible.

Any veteran applicant that is running for an elected Student Body Officer position must have a minimum of 4 majors and 8 minors in this scoring component to be eligible to run for the specified office position. Each valid major and each valid minor earned during the current Council Year will count toward this minimum requirement. Veterans seeking a Student Body Officer position who do not meet this requirement may still apply for a Class Officer or Class Representative position if eligible.

Interviews:

The following scoring section applies to non-veteran, new/transfer, and current freshman applicants. Applicants falling into this category will be required to attend an interview on Saturday, September 24th, 2016 from 8:00 am to 12:00 pm in the MRHS Media Center. All applicants must arrive no later than 8:00 am. Late applicants may be denied entrance to the interview session at the discretion of the Council Advisor. During the interview session, new applicants will respond to an essay prompt at 8:00 am sharp. Therefore, it is advisable to arrive earlier. Following the essay writing portion of the session, applicants will be interviewed one at a time by the Council Advisors and a Student Body Officer. The essay response and interview will be scored, and combined with the other required scoring components to determine eligibility for Student Council.

I have read, understand, and will fully comply with all the terms and conditions specified in the Member Participation and Interviews Sections above.

Student Name:_________________________________ Date:_____________

Student Signature:________________________________ Date:_____________

Parent/Guardian Name:___________________________ Date:_____________

Parent/Guardian Signature:_______________________ Date:_____________
Recommendations:

All applicants will be required to obtain four teacher recommendations. If less than four recommendations are received, the application is incomplete, and the applicant will not be eligible for Student Council. All recommendations must come from a teacher the applicant has during the 2016 Fall Semester. Teachers may not write more than one letter of recommendation. Recommendations received from teachers the applicants does not currently have will not be accepted unless approved by Mr. Gain as an alternative.

Recommendations will be completed electronically by the teachers selected by the applicant. All applicants must submit the teacher recommendation request page in order for student council advisors to send the request electronically to the teachers selected. All teacher and advisor recommendations are held in strict confidence and will only be viewed by the Student Council advisors, and when appropriate Marvin Ridge High School administrators. Teacher and advisor recommendations are not subject for review by students or parents in any circumstances.

All members of Student Council must adhere to the UCPS/MRHS/Student Council policies and procedures throughout the entire year. If at any time a member does not meet this expectation, a determination will be made as to whether or not they will continue to serve on Student Council and in what capacity, if any. If removed from the Council during the current school year, a member may apply the following year. However, admission to Council is not guaranteed for any applicant regardless of any previous affiliation with Student Council.

I have read, understand, and will fully comply with all the terms and conditions specified in the Recommendations Section above.

Student Name:______________________________ Date:____________

Student Signature:______________________________ Date:____________

Parent/Guardian Name:______________________________ Date:____________

Parent/Guardian Signature:______________________________ Date:____________
Teacher/Advisor Recommendation Request Sheet

All applicants must complete the information below, and submit this sheet in order for student council advisors to send the request electronically to the teachers selected below. Please print the information below legibly.

Teacher Recommendation #1: First Block
Teacher Name: __________________________ Course Taken: __________________________
Teacher Email: ________________________________________________________________

Teacher Recommendation #2: Second Block
Teacher Name: __________________________ Course Taken: __________________________
Teacher Email: ________________________________________________________________

Teacher Recommendation #3: Third Block
Teacher Name: __________________________ Course Taken: __________________________
Teacher Email: ________________________________________________________________

Teacher Recommendation #4: Fourth Block
Teacher Name: __________________________ Course Taken: __________________________
Teacher Email: ________________________________________________________________
2016-2017 Student Council Application Packet
Marvin Ridge High School

ELECTION and ACCEPTANCE PROCESS AGREEMENT FORM

Student Body Officer Positions:

1. Student body positions will be elected by the current 2015-2016 student council members.
2. If not elected, candidates can choose to run for a class officer position if eligible.
3. If not elected as class officer, they will be considered for a class representative position.

Class Officer Positions:

1. Class officer positions will be elected during student council campaign week
2. Class officers are required to present an election speech (maximum of 3 minutes) to their entire class, and speeches must be reviewed by Council advisors prior to the speech.
3. Class officer positions are determined by the popular vote of their class, and applicants will be considered for a class representative position if not elected into office.

Class Representative Positions:

1. Any applicant that is not running for an elected position, and meets the application eligibility requirements will be admitted to Student Council as a class representative.
2. Anyone that becomes a class representative should bear in mind, their affiliation with other MRHS groups and the time they must commit. All members of Student Council are expected to be effective managers of their time and commitments.

Once the application period has ended, an interview and essay writing session will take place for non-veterans. Following this session, all applications are reviewed and eligible students will be notified within 2-4 weeks. No student is guaranteed a position on Student Council and each student is offered an appropriate and fair opportunity to demonstrate their eligibility for the position sought.

I have read and understand the election and acceptance process for the 2016-2017 Student Council at Marvin Ridge High School.

Student Name & Signature: 
__________________________________________________________________________ (Date) __________

Parent/Guardian Name & Signature: 
__________________________________________________________________________ (Date) __________
ATTENDANCE POLICY AGREEMENT FORM:

The success of events is predicated upon members frequently and consistently participating in the creation and implementation of those events, and attending Council- and Class-sponsored events. As such, the following attendance guidelines have been established to promote member commitment to Council:

1) Members will be removed from Council once they accumulate three unexcused absences during the current Council year.
2) The accumulation of two tardies equal one unexcused absence.
3) Tardy is defined as arriving to a meeting after the established start time to a maximum late arrival of ten minutes past the meeting start time. An unexcused absence is earned for arriving to a meeting ten minutes or more late.
4) There is no limit on the number of excused absences a member may accumulate, but an absence is not considered excused unless documentation is submitted to the Class Secretary or Student Body Secretary.
5) Members must contact the appropriate Secretary in all cases of absence, and the notice must be written or typed. Verbal notification is not valid.
6) Secretaries must be given 24 hours advance notice of an absence if the member has foreknowledge of their absence.
7) Members must provide a written explanation of their absence and documentation to the appropriate Secretary within 72 hours of the absence, weekends excepted. Documentation will not be accepted after 72 hours have passed.
8) All absences are categorized as unexcused until documentation is submitted, and such documentation is submitted in the allotted time-frame.
9) Documentation is defined as any signed hand-written or typed note created by an individual of authority who can attest to a member’s whereabouts and activities during the day and time of the absence.
10) If documentation is provided to the appropriate Secretary, the following circumstances are categorized as excused absences:
    a. Tutoring, college visits, and other matters relating to the member’s academics
    b. Appointments and/or visits to the doctor, dentist, or other medical professional
    c. Illness
    d. Summons to Court or jury duty
    e. Military duty
    f. Voting
    g. Funeral service
    h. Religious observation
    i. Additional circumstances may be categorized as excused at the discretion of the Council Advisor(s) with accompanying documentation
11) If the member was present in their first period class, but absent from a morning meeting on the same day, then the absence is unexcused
12) If the member is absent from school for a full or partial day, and the absence is categorized by the school as unexcused, the absence from the Council meeting or event is also categorized as unexcused

I have read, understand, and will fully comply with all the terms and conditions specified in the Attendance Policy Agreement.

STUDENT NAME: ______________________________ Date: ____________
STUDENT SIGNATURE: __________________________ Date: ____________
PARENT NAME: _________________________________ Date: ____________
PARENT SIGNATURE: _____________________________ Date: ____________
1) I have read and will comply with the Student Council Attendance Policy. I have read and will comply with the following Meeting Attendance requirements:
   a. General or All-Council meetings are held the first and third Thursday mornings of each month from 7:15 – 7:50 am in the MRHS Media Center. Attendance at All-Council meetings is required.
   b. Grade- or Class-level meetings are held the second and fourth Thursday mornings of each month from 7:15 – 7:50 am in the MRHS classroom specified by the Class-level Advisor(s). Attendance at Class-level meetings is required.
   c. All-Officers or Executive Board meetings are held the first and third Tuesday mornings of each month from 7:15 – 7:50 am in the Lead Council Advisor’s classroom or other designated place. Class Officers meetings are held the second and fourth Tuesday mornings of each month from 7:15 – 7:50 am in the MRHS classroom specified by the Class-level Advisor(s). Attendance at All-Officers and Class Officers meetings is required.
   d. Student Body Officers meetings are held the second and fourth Tuesday mornings of each month from 7:15 – 7:50 am in the Lead Council Advisor’s classroom or other designated place. Attendance at Student Body Officers meetings is required.
   e. Student Body Officers meetings will occur during days and times other than those specified above. All other meetings may occur during days and times other than those specified above.

2) I realize I must plan, participate in, and attend a certain number and type of student life events to remain on Council, and I will read and will comply with the Student Council Accountability and Participation Policy if accepted to Student Council.
   a. I understand that if I am a rising senior, I will be required to water the senior garden for a week during the summer, and failure to do so will result in disciplinary action. Rising seniors will sign-up for a week shift with Ms. Every.

3) I understand the Council Advisor(s) and MRHS Administration have complete authority to determine actions falling under the category of member misconduct, and to impose consequences at their discretion for instances of member misconduct. Further, I understand I can be removed from Student Council for instances of member misconduct that include, but are not limited to the following:
   a. Undermines or disregards the principles, purpose, and function of Council
   b. Violation of the Oath of Office by an Officer
   c. Actions reflecting poorly on the position held, Council as an organization, or MRHS
   d. Any action violating any portion of the MRHS and/or UCPS student handbooks, and/or violating any portion of the MRHS Student Council Constitution and By-Laws
   e. Any action involving the posting of negative and/or inappropriate written or audio recorded comments, images, and/or videos on any social media software application or other communication method
   f. Any action violating established classroom rules, expectations, policies, or other MRHS staff directives
   g. Receiving detention, In-School Suspension, Out-of-School Suspension, and/or Expulsion from School
   h. Absences from any required meeting(s), and/or tardies to any required meeting(s) or required workshop and/or conference
   i. Violation of Election Process Guidelines, and/or involvement in voter intimidation and/or fraud
   j. Falsifying, misrepresenting, or altering any portion of participation and/or attendance records, and/or other Council-related documents on the behalf of, and/or the benefit for one’s self or another member

4) If I am dismissed from Student Council, I understand that I must have approval from the Council advisor(s) and meet the requirements to be allowed to apply for Council the following year. I understand that no person is guaranteed a position on Council regardless of the past affiliation with Student Council.

5) I understand that membership dues are $25.00 per year to pay for individual association fees, and any costs relating to the operation of Student Council-sponsored events. Payment is due when accepted to Council.

6) I understand that if I am elected as a Class Officer or Student Body Officer I must attend a leadership training session held at MRHS prior to the start of the following school year during the summer. This session is mandatory, with the date and time to be determined by the Council Advisors and Administration following the election of all Officers.

7) I understand that if I am elected as a student body officer or class officer I must attend one of the following leadership conferences: Western District or State Conference.

STUDENT NAME: ___________________________ DATE: ____________
STUDENT SIGNATURE: ___________________________ DATE: ____________
PARENT NAME: ___________________________ DATE: ____________
PARENT SIGNATURE: ___________________________ DATE: ____________
Extra-Curricular and Co-Curricular Activities Guidelines for Middle and High School Students

1. Any student who is charged with a felony or a Class I misdemeanor or is petitioned for an offense that would be a felony or a Class I misdemeanor if committed by an adult, will be removed from all current teams and/or activities for a minimum of twenty (20) school days, and will remain ineligible until such time as the courts render the findings in the case. Pleas of “No Contest” or as part of a deferred prosecution or “Prayer for Judgment Continued” (PJC) will be considered convictions for purposes of these guidelines. In the case of co-curricular activities, the student will attend class and complete work related to the class, but cannot represent the school in any manner during an extra-curricular component of the class. If there are mitigating circumstances, the student may request a review of the evidence surrounding the charge by the principal. The student is ineligible to participate in extra-curricular activities until a final decision is rendered by the Superintendent or his designee.

2. Any student athlete who is convicted of a felony or is adjudicated delinquent for an offense that would be a felony if committed by an adult is barred from participation in interscholastic athletics for the remainder of his/her high school career per NCHSAA guidelines. Students involved in other extracurricular or co-curricular activities who are found guilty of a felony or are adjudicated delinquent for an offense that would be a felony if committed by an adult are not eligible to represent the school in such activities for the remainder of their high school careers. Students found guilty of a Class I misdemeanor or are adjudicated delinquent for an offense that would be a felony if committed by an adult are not eligible to participate in teams and/or activities for the remainder of the school year. These guidelines also apply to middle school students; however, eligibility is restored once the student first enters ninth grade per NCHSAA guidelines.

3. Any student charged with a Class II or III misdemeanor or is petitioned for an offense that would be a Class II or III misdemeanor if committed by an adult that takes place on school grounds, during a school sponsored event, or in the course of representing the school will be removed from all current teams and/or activities for a minimum of twenty (20) school days, and will remain ineligible until such time as the courts render findings in the case. Pleas of “No Contest” or as part of a deferred prosecution or “Prayer for Judgment Continued” (PJC) will be considered convictions for purposes of these guidelines. In the case of co-curricular activities, the student will attend class and complete work related to the class, but cannot represent the school in any manner during an extra-curricular component of the class. If there are mitigating circumstances, the student may request a review of the evidence surrounding the charge by the principal. Students found guilty of a Class II or III misdemeanors or are adjudicated delinquent for an offense that would be a Class II or III misdemeanor if committed by an adult are not Extra-Curricular and Co-Curricular Activities Guidelines for Middle and High School Students (Page 2 of 3) eligible to participate in teams and/or activities for the remainder of the semester.

4. Mitigating circumstances may include:
   a. having no history of disciplinary problems;
   b. having a significant amount of time pass since the student’s last disciplinary problem;
   c. being a passive participant or playing a minor role in the offense;
   d. reasonably believing the conduct was legal;
   e. acting under strong provocation;
   f. aiding in the discovery of another offender;
   g. making a full and truthful statement admitting guilt at an early stage in the investigation of the offense;
   h. displaying an appropriate attitude and giving respectful cooperation during the investigation and discipline process; or
   i. mitigating circumstances do NOT exist solely because of demonstrated prowess in a sport or activity or the potential of scholarships or grants in aid.

5. A second unrelated felony or misdemeanor charge or a juvenile petition for an offense that would be a felony or misdemeanor if committed by an adult, will automatically result in removal from all teams and/or activities for the duration of the school year.

6. Any student suspended out of school six (6) days (for a single offense) for high schools on block schedule or ten (10) days (for a single offense) for high schools on traditional schedule will receive a ten (10) school-day suspension from any extracurricular activity. Any middle school student suspended out of school for ten (10) days for a single offense will receive a ten (10) school-day suspension from any extracurricular activity. Per middle school sports guidelines, a second out-of-school suspension during the sports season will result in the student being removed from the team/squad for the remainder of the season.
UCPS EXTRACURRICULAR POLICIES: continued

Extra-Curricular and Co-Curricular Activities Guidelines for Middle and High School Students

7. National and state organizations, school clubs, and athletic teams with rules or by-laws that prescribe stricter consequences for student misconduct will supersede the above guidelines.

8. It is expected that all athletic teams will have team rules that address the off campus behavior of students/athletes regarding drugs and alcohol. These rules should outline consistent consequences that limit and/or prohibit participation by students/athletes involved in such activities.

Extra-Curricular and Co-Curricular Activities Guidelines for Middle and High School Students (Page 3 of 3)

9. Students who are found not guilty will be eligible for reinstatement to the team or activity immediately. Pleas of “No Contest” or as part of a deferred prosecution or “Prayer for Judgment Continued” (PJC) will be considered convictions for purposes of these guidelines, and students must serve the 20 day suspension from activities.

10. Students involved in co-curricular activities with a required extra-curricular component, such as band, chorus, vocational clubs, etc., will be given alternative assignments to avoid a negative impact on their academic standing in such classes.

11. Principals are asked to communicate and collaborate in dealing with such situations. This is especially important in charges and arrests involving more than one school. All schools are expected to follow these guidelines.

12. Students charged with crimes during the summer months shall be subject to these guidelines beginning the first day of the school year if the charges are still pending at that point.

13. Affected students and their parents will be informed in writing regarding all decisions and actions taken relative to these guidelines.

Revised 10/22/02
Revised 3/03/08
Revised 9/11/08

PARENTAL/STUDENT AGREEMENT FOR STUDENT PARTICIPATION IN UCPS EXTRACURRICULAR ACTIVITIES:

I, ____________________________, permit my child ____________________________ to participate in Student Council for the 2016-2017 school year. I understand that the club will have meetings outside of the instructional hours of the school day and may need to arrange for my child to be transported to or from school or other locations on days of club-sponsored activities and meetings.

My signature below confirms that I have read and understand Union County Public Schools Extra-Curricular and Co-Curricular Activities Guidelines for Middle and High School Students.

Student Name: ____________________________ Grade: __________
Student Signature: ____________________________ Date: __________
Parent/Guardian Name: ____________________________ Date: __________
Parent/Guardian Signature: ____________________________ Date: __________
ELECTION CAMPAIGN AGREEMENT FORM:
(Officers only)

Student to initial after each statement

1) I am allowed to hang up 6 poster size (22in x 28in) campaign posters in the Maverick Café. All posters must be signed by a student council adviser and put up before or after school hours. 

__________ (Student Initials)

2) I will not distribute “gifts” of any kind during campaign/election week. Toys, gifts, school supplies, candy, etc… are considered bribes.

__________ (Student Initials)

3) I will not post, or allow the posting by my campaign supporters, any negative and/or inappropriate written or audio recorded comments, images, and/or videos of any opponents on any social media software application or other communication method.

__________ (Student Initials)

4) I understand that I am not allowed to create a fan page on social media sites.

__________ (Student Initials)

5) I will not post flyers on classroom or school walls, but I may distribute them to students. Flyers must be approved by a student council advisor.

__________ (Student Initials)

6) I understand that only I can wear a campaign t-shirt promoting my position.

__________ (Student Initials)

7) I will not participate in or encourage any other actions that will, or have the potential to, undermine or corrupt the election process in any way.

__________ (Student Initials)

I understand that if I do not comply with campaign rules I will not be able to run for a position on MRHS student council.

Student Name: ___________________________________ DATE: ____________

Student Signature: ___________________________________ DATE: ____________

Parent Name: ___________________________________ DATE: ____________

Parent Signature: ___________________________________ DATE: ____________
APPLICATION PACKET CHECKLIST FORM:

Please submit all of the following items in the order listed below in a manilla envelope:

1. ______ Application Packet Checklist Form (pg. 20)
2. ______ Student Council Applicant Basic Information Form (pg. 9)
3. ______ Roles and Responsibilities Form (pg. 8)
4. ______ Member Participation and Interview Sheet (pg. 11)
5. ______ Signed Member Agreement Form (pg. 16)
6. ______ Signed Position Qualifications Form (pg. 10)
7. ______ Signed Attendance Policy Form (pg. 15)
8. ______ Signed Recommendations Sheet (pg. 12)
9. ______ Teacher Recommendation Request Sheet (pg. 13)
10. ______ Signed UCPS Extracurricular Participation Form (pg. 18)
11. ______ Signed Election and Acceptance Process Agreement Form (pg. 14)
12. ______ Signed Election Campaign Agreement Form (pg. 19) (Officers only)
13. ______ Officer Election Speech (Class Officers only)