

2018-2019 SCHOOL YEAR
ASB/CLASS OFFICER
ELECTION PACKET

CLOVIS EAST HIGH SCHOOL



T-WOLVES



Dear Student Government Candidate:

Thank you for applying for an ASB/Class Elected position. Keep in mind: while being in Student Government is an exciting and rewarding experience, it requires an immense time commitment. Your full dedication and effort will be vital to your success. Making a difference at Clovis East High School is in your hands. Good luck with the election process and remember to have fun!

In addition to your application, we require you to turn in a petition for office, a grade verification form, and an application for leadership. We also require your participation in elections/speech filming, which are scheduled to take place on Monday, April 16th & Tuesday, April 17th. In addition, an election panel will interview you, and their score will be added to your teacher recommendations and the popular vote. Scores/votes will not be revealed to applicants at the conclusion of the election process.

Included in this packet is a timeline of dates and deadlines, campaign rules and regulations, and all necessary documents that will need to be completed. Please keep dates and deadlines in mind. Failure to do so will jeopardize your chance of running for office. All candidates should also familiarize themselves with the Clovis East High School ASB/Class Officer job descriptions and duties, located within this packet.

Remember, the election process starts now. Be sure to be on time with all paperwork and requirements.

READ THROUGH THIS PACKET! If you have any questions or concerns, contact Mrs. Burress in the Activities Office or email me anytime at sarahburress@cusd.com. I'm excited to work with you!!

GO T-WOLVES 😊

Sincerely,

Mrs. Burress
Activities Director

Candidate Timeline

- Candidate Informational Meeting: **Friday, April 6th** at lunch. Location: 403
- Election Packets DUE: **Wednesday, April 11th by 3:30pm**
- Leadership Application Packets due **Wednesday, April 11th by 3:30pm** for anyone running for office
- Campaign Week is **4/12 – 4/20** (all participants must campaign; posters, etc. must be approved by Mrs. Burress in the Activities Office before hanging/distributing; all posters must be removed by the end of lunch on **April 20th** or no results will be announced). Please see campaign rules for more information.
- Panel Interviews are scheduled **4/12 – 4/20** (these are part of your overall scores).
- Election Speech Filming is **Monday, April 16th and Tuesday, April 17th at lunch**. (See speech guidelines on your packets; all speeches must be approved by Mrs. Burress). Please note: you may not campaign on or around the voting area. Anyone conducting campaigning in the voting area will be disqualified.
- Voting is scheduled the week of **April 16th** in English classes. Winners will be announced the following week.

Clovis East Activities Director: **Sarah Burress**
Assistant to the Activities Director: **Jahnava Adams**

ELIGIBILITY OF CANDIDATES

The ASB Election Committee clearly defines the requirements for all candidates.

These requirements state that a candidate must:

1. All election packet materials for ASB are due by **Wednesday, April 11th. NO EXCEPTIONS!**
2. Set an example of high character and responsibility prior to, during, and after the election process.
3. Be a member of the Associated Student Body.
4. Only run or hold one student council office during the school year.
5. Maintain a 2.5 GPA (at all times throughout the application process, in all grading periods of current school year, at all times during the 2018-2019 school year).
6. Be free of any financial obligations.
7. Have a good conduct and attendance record; must not have been suspended for any reason during the current school year, and must maintain these requirements while in office next year. Must have a good behavioral history (no suspensions, no more than 1 referral to SRC, not be included on the ineligibility list at any time, etc.)
8. Receive positive feedback from your teachers
9. Each officer shall be enrolled in the leadership class or another class appropriate for duties of office with approval of Activities Director.
10. All members of the student council must purchase an ASB card/Activities Pass (see Mrs. Burress for financial assistance).
11. All candidates must participate in the election speech filming/lunch event that will take place on **April 16th and April 17th**.
12. All candidates must actively campaign for their position during campaign week **April 12 – April 20**.

RESPONSIBILITIES OF CANDIDATES

It is the candidate's responsibility to turn in his/her completed petition packet/application to the Activities Office by **3:30pm on April 11th**. It must be complete with all appropriate signatures and references, stapled neatly in this order:

- ASB/Class Elected Position Application**
- Intent to Run Form**
- Petition for Office (requires 20 signatures)**
- Copy of Speech (typed)**
- Leadership Application (separate application packet).**
- Each candidate must attend the candidate's information meeting on **April 6th** (location 403).

Failure to complete all required paperwork, gather all signatures needed, and/or missing the candidate information meeting will cause you to be ineligible for running for office.

Candidates should be aware that, if elected, they will enjoy one of the most exciting and rewarding educational experiences of their high school careers. However, they must also be advised that holding an ASB Office involves a great deal of work and time and many MANDATORY events and duties that must be fulfilled!

REQUIREMENTS WHILE IN OFFICE

The ASB Election Committee clearly defines the requirements for all candidates.

If elected or appointed to a student body office for the 2018-2019 school year, **I must fulfill ALL the duties of my office as required by the needs of the office, the activities schedule, my class advisors, and the Activities Director. Failure to do so may result in disciplinary action, including possible removal from office and class, also determines your grade in class.**

In addition, I will:

1. Abide by and uphold all the rules and regulations set forth in the Clovis East Student Handbook for all students
2. Comply with the student code of conduct set forth for CUSD and CEHS co-curricular activities
3. Become a member of and participate in the ASB Leadership Elective
4. Maintain at least a 2.5 grade point average with no F's
5. Maintain a 90% or better attendance record

6. Support and attend all school activities to the best of my ability and attend all leadership class sponsored activities, except when excused at least one week in advance by the leadership advisor
7. Attend meetings or work as needed on school activities before school, during school, breaks, lunch, after school, or whenever necessary to fulfill the obligations of my student government position
8. Be familiar with the Clovis East High School Fight Song, Alma Mater, Constitution and School Rules.
9. Participate in the planning and execution of all leadership class activities
10. **Attend summer meetings as required (Leadership Camp is required. Camp will be held July 30th through August 1st. Financial assistance is available – speak with the Activities Office for information).**
11. Work pro-actively with the Activities Director to resolve any schedule /participation conflicts with other school activities TWO WEEKS IN ADVANCE.
12. If elected my actions as an officer and representative of CEHS must reflect respect for the school rules, personnel (staff), student body, and the reputation of Clovis East in the community. **Actions and/or choices that do not appropriately represent Clovis East may result in disciplinary action, including possible removal from office and leadership class.**
13. I will complete all my obligations as a leadership student, class officer, and/or ASB officer for the entire school year **or forfeit my right to participate in subsequent years.**
 - a. Please note, this includes homecoming float construction and/or skit production, dance committee meetings and events (formal, prom, sadies, etc.), class/officer meetings, etc.
14. Be willing to serve the Clovis East High School students and staff to the best of my ability
15. **Truly believe that every day is a great day to be a Timberwolf!**

ALL NEWLY ELECTED ASB OFFICERS WILL BE REQUIRED TO SIGN UP FOR LEADERSHIP CLASS NEXT YEAR.

Being in the leadership class is critical since all student council meetings are conducted during class time. It is also imperative to meet with your fellow council members on a daily basis to plan and implement many of the activities on campus. If you're not present, you can't have input.

ASB ELECTION CAMPAIGN RULES

Each candidate must campaign during CEHS Campaign Week (4/12 – 4/20).

Candidates should utilize signs, posters and other campaign materials that may be beneficial to their campaigns. All on-campus posters must be approved by the Activities Director. Posters may be put up on Thursday, April 12th. **Remember, all posters must be approved prior to posting.** After your campaign materials are hung, please take a photo and send it to Mrs. Burress sarahburress@cusd.com so we know you're campaigning.

The posters must be positive and may not "put down" other candidates. **GOOD TASTE is expected.**

The following rules must be adhered to regarding your campaign posters:

1. All campaign materials must be in a positive spirit and good taste. No negative campaigning will be permitted.
2. **Posters may not be made with school supplies.** *Paint and paper must be supplied by the candidate.*
3. Posters may not be hung on any painted surface, glass surface or on the Administration building. Signs may be posted on bulletin boards and on brick or concrete surfaces, only.
4. **All posters and any campaign materials MUST BE APPROVED BY THE ACTIVITIES DIRECTOR BEFORE POSTING OR DISTRIBUTING.**
5. Use only BLUE PAINTERS TAPE to hang posters. *This must also be supplied by the candidate.*
6. Candidates may not spend more than \$25.00 on the ASB Election.
7. No consumable hand-out material allowed.
8. Any defacing or removing of a candidates' posters or flyers will cause that student to be dropped from the election.
9. After your campaign materials are hung, please take a photo and send it to Mrs. Burress sarahburress@cusd.com so we know you're campaigning.

REMINDER

The candidate must supply ALL materials including paper, poster board, paint, brushes, and BLUE painters tape. If you need assistance, please speak with the Activities Office.

POSSIBLE PENALTIES FOR INFRACTION OF CAMPAIGN RULES

Depending on the type of infractions:

- Removal of all poster and campaign materials.
- Removal of name from ballot

SPEECH

All persons running for office must participate in the election speech filming, taking place on **Monday, April 16th, and Tuesday, April 17th**. You will film your speech and it will be shown before voting takes place. Please see application and election rules for additional information. Use these questions as a guideline for your speech, if you'd like.

Each candidate must plan a well-organized and significant speech of at least 30 seconds and no more than 1 minute in length (minimum 1 minute/ max of 2 minutes for ASB President) to be given to the student body. You cannot walk up and just say vote for me or any other one liner. This should take the following form:

1. The speech must be given by the candidate.
2. Speech must be positive in nature and not attack any other candidates or current officers; must relate to the position you are running for, and represent the school in a positive way. Speech will have to be approved by the Activities Director and is due when you submit your application.
3. There are speech guiding questions listed below. Any other idea must be approved by the Activities Director. You must present the exact speech you turned in, or you will be disqualified.
4. No costumes can be worn and no props can be used during your speech.

Possible questions to Guide your Election Speech:

- Why are you running for office?
- Why do you feel you are a leader?
- What community service or community organization experience do you have?
- What organizations/activities have you been involved with in school?
- What would people, who know you, say are your good qualities?
- What is the number one contribution you hope to make to the school next year?
- How will you carry out the specific duties outlined for your particular position?
- How do you feel about spending time outside of school to perform your responsibilities?
- What ideas do you have to get more students involved in school activities?
- How do you feel about the effectiveness of student council (ASB)?
- What are some things that you have proved in the past to show you are applicable for the position? (past experience)
- What are some things you dislike at CEHS that you plan to change when you're in office? Or, what things would you like to see happen at CEHS that are not happening now?

These are just a few questions to help you form your speech. Please take this seriously. Practice your speech and make sure it meets the time requirements. *These requirements remain in place even if you are running unopposed.* **Attach your final draft to your completed application packet.**

Inter-School Council (ISC)

If you are a junior or senior and are interested in applying to be a part of ISC, you must run for an ASB/Class Elected Officer or Commissioner position. ISC Applications will be available online by April 6th.

By signing below, I am stating that I have read and understand the conditions above and I agree to enroll in the Student Leadership class, be a 24/7 Leader, and follow the Code of Ethics. I understand if I am in leadership and get a Code of Ethics violation, I will be removed from the program and could earn a Withdrawal/ Fail (W/F) on my transcript.

Candidate Signature:	Date:
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DESCRIPTION OF DUTIES AND RESPONSIBILITIES



All ASB & Class Officers must:

- Be voting members of Student Council
- Must maintain a 2.5 grade point average.
- Be active and positive in all school activities throughout the year.
- Take Leadership class as your elective (exception is Commissioner of Performing Arts)
- ASB Officers must be a Junior or Senior, (President and Vice President are Seniors ONLY)
- Be an active member of your class rally club.
- Help in set-up and tear down of all ASB, class, and school-wide events such as rallies, homecoming, dances and class fundraisers.
- Attend ASB meetings (weekly) / Class meetings (bi-monthly)
- Attend all meetings and mandated activities. *If an elected student misses two meetings or events, the officer may be removed from their office.*
- Attend Leadership Camp (held July 30 – Aug 1). Financial assistance is available – speak to Mrs. Burress
- Be prepared to accept additional duties that can be added to any office by the school administration or Activities Director.**

ASB Executive Cabinet

ASB OFFICERS

ASB President: The ASB President shall serve as chairman and direct the activities of the Student Council. He/She will also serve as the official representative of the Student Body and liaison to the administration; develop the agenda and call student council meetings; present council decisions to the Administration when negotiation is needed; represent the school in community functions; other duties as assigned/implied.

Must be a Senior to run for this office.

ASB Vice-President: The ASB Vice-President shall assume the duties of the President if/when the President is unable to perform those duties. He/She shall: be in charge of Community Service activities; assist the President with the agenda for Student Council meetings; keep a current file on each club or organization on campus containing club constitutions, membership, officers, finances, etc.; and, oversee the actions of all clubs and organizations. He/She will also act as a leader in the development of new clubs and facilitator of the Student Senate. **Must be a Senior to run for this office.**

ASB Secretary: The ASB Secretary is in charge of: recording the Council and Student Body proceedings; providing for all correspondence and communications between the ASB and individuals and groups outside Clovis East; gathering information and placing announcements in the morning announcements concerning student council. Write at least one story per month for the CUSD Today Newspaper.

ASB Treasurer: The ASB Treasurer is responsible for: giving treasury reports at the ASB meetings and maintaining an accurate record of student body and leadership finances; organizing and coordinating fundraising programs for student body and leadership; completing/compiling/submitting requisitions.

ASB Commissioners (Appointed positions)

ASB Commissioner of Spirit: This officer serves as Student Council Representative of the Spirit and Rally committees; is responsible for coordinating all school rallies and assemblies with the Class Rally Commissioners; works in conjunction with Commissioner of Athletics and Activities Director in promotion of all athletic programs and spirit events such as rallies, pre-game festivities, half-time festivities, etc.; coordinating and developing existing and new events aimed at increasing and fostering school spirit such as rallies, noon time activities, athletic events, homecoming, spirit weeks, etc.

ASB Commissioner of Activities: This officer is responsible for: supervising and assisting in the planning of Student Body activities; decoration of dances or other student council activities; planning, promoting, and supervising said functions; assisting in the planning, organization, and implementation of Homecoming week activities; improving and promoting a positive, productive image of Clovis East High School; publicizing events/activities of the school; and, promoting school activities in the school newspaper; Planning, set-up, execution and cleanup of lunchtime activities (one activity per week). Assists/over-sees community service requirement for ASB clubs.

ASB Commissioner of Athletics: This officer is responsible for: the promotion of all athletic programs concerning the student body; working in conjunction with the Athletic and Activities Directors in promotion of all athletic programs and meet seasonally with the coaches; working with the Commissioner of Spirit on building school spirit and participation; gathering/disseminating information concerning athletics in the morning announcements; and, updating public information. Organizes committee to assist with REC athletic banquets; powder puff; lunchtime athletic events, senior nights, communication between athletics and leadership for participation in ASB events (rallies, lunchtime activities, etc.); Makes sure captains attend monthly planning/informational/Student Senate meetings.

ASB Commissioner of Communications & Promotions: This office is responsible for gathering information to the student body through the school announcement website, updating the school website with these announcements, (done with the help of the Activities Office Secretary), and updating the communication boards weekly around campus. Promoting all ASB, Student Council, Clovis East related events. This includes designing, printing, and distributing any posters, flyers, or web-site material. Responsible for getting word out about events to press and public (includes *Wolf Howl*, *School Board* bi-weekly article submission, CUSD News), as well as student body. Responsible for contacting public/vendors, etc. Has involvement in weekly newspaper articles regarding student activities. In charge of the daily bulletin (includes compiling info from teachers on daily basis), publishes monthly activities calendar, publishes toilet talk.

ASB Commissioner of Electronics (Audio/Visual): Set-up, operation, take-down of PA system and other electronic devices as needed. This includes lunchtime activities, athletic events, rallies, assemblies, etc.; assistance with any other electronic needs (talent shows, video filming, video editing, special presentations, etc.). Responsible for training class officers/other leadership students on the electronic systems; responsible for staffing at all events (when audio is needed); Assists with possible end-of-year leadership slideshow; Coordinates senior farewell rally video; helps with other video needs, as assigned.

ASB Commissioner of Appreciation & Recognition: Organization of staff/teacher appreciation throughout the year, helps with other ASB/staff/student recognition throughout the year and at CEHS events. In-charge of new student recognition program, which attempts to get CEHS students recognized in all areas (academics, clubs and organizations and athletics). Basic photojournalistic record keeping of the year. Each ASB event needs to be documented (running rallies, event set-up, etc.). Assists in gathering photos for rallies, banquets, etc.; Must research and keep all articles in the local papers that deal with Clovis East High School; Ensure all school events get recognized and recorded.

ASB Commissioner of Clubs & Performing Arts: This officer is responsible for: notification and publicizing of visual, performing, and industrial arts activities; work with clubs to coordinate Food Fairs and other sponsored club activities; encouraging clubs to put on school events (lunch time activities, dances, etc.), recognition of all organizations within the arts and clubs/organizations; work with club advisors on recruiting leaders within clubs to participate in school activities; serves as a liaison between off-campus programs (i.e.: ROP, CART, etc.). Keeps track of club activities; initial new club/current club communication; monthly planning meetings with all class/club officers; attends other ASB class/club meetings.

CLASS OFFICERS

CLASS PRESIDENT

- In charge of class fund-raisers. Plans, develops and organizes all areas of the class fund-raisers.
- Must meet with Class Advisors and develop agendas and run all club meetings. Attends monthly Student Senate meetings; attends ASB meetings as assigned.
- Spokesperson at class meetings and student representative at all school and public events.
- Plan/attend all class sponsored events, including homecoming, dances, etc.
- Attend all class meetings

VICE PRESIDENT

- Serves as advisor to the President, ready to fulfill the President's duties and responsibilities if the President is unable.
- Responsible for class shirt design and sale.
- Plan/attend all class sponsored events, including homecoming, dances, etc.
- Attend all class meetings
- Serve as class liaison to our feeder schools

SECRETARY

- Keeps an accurate record of all meetings dealing with the class.
- All notes are typed up after a meeting - one copy is kept for the class records, one copy is given to the Class Advisors, and one copy is turned into Activities Office. (All minutes need to be typed up and returned within a one week period.)
- Plan/attend all class sponsored events, including homecoming, dances, etc.
- Attend all class meetings

TREASURER

- Responsible for class budget and finances.
- Reports to officers/committees on financial balance.
- Reports monthly to Clovis East High School's Financial Secretary and signs check invoices pertaining to their class.
- Plan/attend all class sponsored events, including homecoming, dances, etc.
- Attend all class meetings

HISTORIAN

- Keeps scrapbook and picture portfolio of all class events, activities, sports and awards.
- Submits theme/general class info to Activities Office.
- Must research and keep all articles in the local papers that deal with Clovis East High School.
- Must use personal camera or have access to one in order to record all school events.
- Senior Class Historian is responsible for the development of the Senior Slideshow
- Plan/attend all class sponsored events, including homecoming, dances, etc.
- Attend all class meetings

SPIRIT/RALLY COMMISSIONER

- Works with ASB Commissioner of Spirit in all aspects of organizing and preparation for school rallies.
- Organizes committees which create decorations, set-up and tear down and participates in rallies.
- Coordinates and develops existing and new events aimed at increasing and fostering school spirit at rallies, noontime activities, athletic events, etc.
- Plan/attend all class sponsored events, including homecoming, dances, etc.
- Attend all class meetings

ADDITIONAL RESPONSIBILITIES

- The following areas must be divided up between class officers. More information will follow.
 - o Athletics
 - o Communication & Promotion
 - o Electronics (Audio/Visuals)
 - o Appreciation & Recognition

Additional ASB Position Grade Sheet

**Students and Parents: Please read this section carefully

In addition to the 36 School Service Hours, 10 Spirit Points, 10 Community Service Hours, Daily Class Participation, Mandatory Events, and Citizenship Grade, the above positions also require the following duties listed below. These duties will either be checked off as completed satisfactory or unsatisfactory. This will factor in to the student's overall Leadership grade by the following criteria.

0-1	Unsatisfactory Checks = Student can earn up to an A
2	Unsatisfactory Checks = Student can earn up to a B
3	Unsatisfactory Checks = Student can earn up to a C
4-5	Unsatisfactory Checks = Student can earn up to a D
6 or more	Unsatisfactory Checks = Student will earn a F

See examples below....

- Example 1: a student may do all required hours, spirit points, and class participation that would give them a 100% (A) grade but missed 2 of their ASB duties (that they decided to run for and commit to doing), then they would earn a B on their report card.
- Example 2: student does hours, points, participation, etc. that was 85% (B) and completes all ASB duties satisfactory, then they would still earn a B on their report card.
- Example 3: a student may do all required hours, spirit points, and class participation that would give them a 100% (A) grade and completes all ASB duties satisfactory, then they would earn an A on their report card.

Being an ASB Officer is a coveted and prestigious honor. Many students run for ASB and if you/your student is voted in by their peers, they need to take it seriously. In addition, it is a major college résumé builder and students are going to earn that right to put it on there.

By applying, you are indicating that you understand the commitment involved for students who hold an ASB Office and understand that in addition to the normal grade policy found in the Clovis East Leadership Syllabus, you/your student will also be responsible for ASB Position Specific Duties and understand and fully support the grading criteria as explained above.

Grading sheets are based off the responsibilities for each position listed on page 5-7 in the application.



ASB/CLASS ELECTED POSITION APPLICATION



Name:	Grade 2018-19:
Cell #:	Student ID#:
Counselor Signature:	Current GPA:
Cumulative GPA:	
SRC Authorized Signature: (please list any disciplinary issues that this student faced in 17/18 school year):	

CHECK the office that you are running for:

Elected ASB Offices:

- ASB President
- ASB Vice President
- ASB Secretary
- ASB Treasurer
- ASB Sprit Commissioner

Appointed ASB Commissioners:

- ASB Commissioner of Activities
- ASB Commissioner of Athletics
- ASB Commissioner of Communication & Promotion
- ASB Commissioner of Electronics (Audio/Visuals)
- ASB Commissioner of Appreciation & Recognition
- ASB Commissioner of Clubs & Performing Arts

Elected Class Officers:

2019 2020 2021 2022

- Class President
- Class Vice President
- Class Secretary
- Class Treasurer
- Class Historian
- Class Spirt/Rally Commissioner

I, _____ have read through the duties and obligations of the office of _____.

I understand that an elected office takes a lot of time and is a big commitment. I will follow the guidelines of the office and will do everything that is asked of me. I also realize that I will be representing Clovis East High School at all times. Both on and off campus, I will follow and support all rules and regulations that are prescribed by Clovis East High School and the Clovis Unified School District. If I fail to follow rules or do not perform the duties that are asked of me, I know that I will be removed from the office and leadership class.

Candidate Signature:	
Email:	
Date:	Shirt Size:



I have read through the entire packet and understand the election procedure. I approve of my son/daughter running for an elected office.

Parent/Guardian Signature:	Date:
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CLOVIS EAST HIGH SCHOOL ASB PETITION FOR OFFICE 2018-2019



Name:
Position:

I believe the participant listed above is the best candidate for the job. I will not petition for anyone else who's running for office because my support is behind the said candidate. (Fill out info below)

STUDENT NAME (PRINTED)	STUDENT SIGNATURE	STUDENT ID#
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		

*As a prospective candidate, it is your job to make sure this form is filled out completely and neatly. Incomplete forms will not be accepted. This petition is to be turned in with your completed packet to run for ASB or class office. **Duplicated signatures will not be accepted on petitions for the same position.** Failure to comply with set procedures may result in disqualification.



ASB INTENT TO RUN FOR ASB OFFICER / COMMISSIONER



Name:	Grade 2018-19:
I am interested in becoming the _____ officer / commissioner. <div style="text-align: center;">(list first choice)</div>	

Why I am qualified to run for this office because: (along with personal characteristics, you may submit a list of accomplishments, service projects, or events in which you have participated)

What I plan to do to fulfill the specific duties of this office:

**If I am not elected to office or if my first choice is already taken, I'm interested in applying to be/running for
ASB Commissioner of _____**

(list second choice)

This position interests me because

I think I would do a good job as this commissioner because

Additional comments, including any other commissioner positions you're interested in:

SAVE THE DATE! CUSD LEADERSHIP CAMP!

There are only 50 spots available –
Don't miss out!

July 30th – August 1st

@ Regional Learning Center in Sonora

\$180 (includes transportation/meals/lodging)

For financial assistance, contact Mrs. Burress

- ❖ *Anyone* may attend Leadership Camp!
- ❖ Permission slips are available in the Activities Office!
- ❖ **2018-2019 ASB/Class Officers MUST ATTEND!**



Dear Parent/Guardian:

The annual Clovis Unified School District **Leadership Camp** will be conducted at the Regional Learning Center in Sonora, California, **July 30th through August 1, 2018**. Meals and lodging will be provided at this beautiful camp facility. The students will depart on **Monday, July 30, 2018 at 7:00 a.m.**, from the parking lot that is located between Buchanan High and Alta Sierra Intermediate schools. Students need to arrive by **6:30 a.m. for a bag check!** Please be prompt! The group will leave for home from the Regional Learning Center on **Wednesday, August 1, 2018** at approximately 10:00 a.m. The buses will arrive at the Buchanan parking lot at **approximately 1:00 p.m.**

We are anticipating a great time as the student leaders from Buchanan High, Clovis High, Clovis West, Clovis East, and Clovis North join together to make plans for a terrific 2018-2019 school year. Inter School Council (ISC) student facilitators will be contacting your son or daughter by phone sometime in late July prior to camp to give you specific details.

To sign up, your student must have the attached forms completed and the \$180 at the time of signups. Please make checks out to Clovis USD. *We can only take 50 students and it is a first come, first served basis.*

WHAT TO BRING

- CLOTHING (FOR COOL EVENINGS AND WARM DAYS)
 - -You'll also need clothing/items for your groups' themes (more details to follow)
- TENNIS SHOES AND/OR HIKING BOOTS
- SLEEPING BAG OR BEDDING with PILLOW
- TOWELS & WASH CLOTH
- TOILETRIES
- SNACKS
- IDEAS, IDEAS, IDEAS.....
 - We will be using this time to pick themes for the Back to School Rally, Homecoming, Sadies, Winter Formal, Prom, etc., as well as to plan additional fun events! Have a new idea you want to make happen? This is the time to do it.
- A SPIRIT YELL/CHANT THAT YOU CAN TEACH EVERYONE
 - Come on....get creative! 😊

If you have any questions, please contact the Clovis East Activities Office at (559) 327-4318. We look forward to an amazing camp experience!!

Sarah Burress
Activities Director

Clovis East Activities Director: **Sarah Burress**
Assistant to the Activities Director: **Jahnava Adams**

CUSD LEADERSHIP CAMP --- Parent Permission Slip

** Please print neatly and clearly **

Student's Name: _____ Grade 2018-19: _____ T-Shirt Size: _____

Home Phone: _____ Student Cell Phone: _____ Do you text? _____

Student Email: _____ Did you apply for Leadership? _____

Address: _____ City: _____ Zip: _____

My son/daughter has my permission to attend the Sonora Leadership Camp from July 30 - August 1. We understand the responsibilities of representing Clovis East High School at the school and district sponsored camp. Violation of any rule will result in appropriate disciplinary action being taken. I agree to pay **\$180.00** to Clovis East High School in order to attend the camp and understand that the money and permission slip are due to the Clovis East Activities Office by **Monday, June 4, 2018 if spots are still available.** *Please make checks out to Clovis USD.*

Parent/Guardian Signature _____

Date _____

Student Signature _____

Date _____

LEADERSHIP CAMP EMERGENCY CARD – CLOVIS EAST HIGH SCHOOL

Please Print

Student Name _____ ID# _____

Address _____ City _____ Zip _____ Phone _____ Cell _____

Insurance Co. _____ Policy No. _____ Group No. _____

Insurance Co. Address _____ Phone _____

DOB _____ SS# _____ Date of Last Tetanus booster _____

Are you allergic to any medications? Please list: _____

Any other allergies? Please list: _____

Presently taking any medication? _____

****Please note: for your student to bring any medication with them (including over the counter medication, vitamins, supplements, etc.), you must have the "Medication for Student Trips/ Off-Campus Activities Form" completed and Turned In****

Contact Lens? Yes No Inhaler? Type _____

Person to contact in case of emergency:

1. _____ Phone Hm. _____ Wk. _____ Cell _____

2. _____ Phone Hm. _____ Wk. _____ Cell _____

3. _____ Phone Hm. _____ Wk. _____ Cell _____

My son/daughter has permission to participate and travel to Leadership Camp with Clovis East High School. Should it be necessary for my child to have medical treatment while participating on the trip, and if the District is unable to contact me, I hereby authorize Clovis Unified School District personnel to use their judgment in obtaining medical services for my child.

Parent/Guardian Print Name _____

Parent/Guardian Signature: _____ Date: _____

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