

2023-2024 SCHOOL YEAR

ASB/CLASS OFFICER

ELECTION PACKET

CLOVIS EAST HIGH SCHOOL



**Mandatory Candidate Meeting: Friday, February 17th @ lunch
in the Library Classroom**

Application DUE to the Activities Office by: Tuesday, February 28th

Mandatory Officer Training: May 3rd @ lunch in LLH (if elected)



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 you to submit a video of your speech, which you will complete on your own and submit by 2/28. In addition, the Activities Director and/or an election panel may interview you, depending on the position you are applying for, and their score will be added to your teacher recommendations, advisor recommendations (if you are a returning member of office), 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

- Join the CE Elections Google Classroom with Join Code: psvwwkn**
- Intent to Run forms DUE: **Friday, February 10th**.
- Mandatory Candidate Informational Meeting: **Friday, February 17th** at lunch in the Library Classroom.
- Election Packets DUE: **Tuesday, February 28th**.
- Leadership Application Packets DUE: Submit with your election packet (unless you turned it in already)
- Election Videos and Candidate Bios are due **Tuesday, February 28th** (See speech guidelines on your packets; all speeches must be approved by Mrs. Burress).
- Campaign Week is **3/6 – 3/14** (all participants must campaign; posters, graphics, 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 March 17th, or no results will be announced). *Please see campaign rules for more information.*
- Interviews are scheduled **3/6 – 3/14**, if applicable (these are part of your overall scores).
- Voting is scheduled for **Wed., March 15th, - Fri., March 17th at 3pm** via the Voting4Schools app and website. We will make every attempt to announce winners on Friday, March 18th, but it may be later.

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 **Tuesday, February 28th. 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 2023-2024 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, including previous advisors, if applicable.
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. Burrell for financial assistance).
11. All candidates must provide an election video, candidate biography, and photo, for the Voting4Schools website.
12. All candidates must actively campaign for their position during campaign week **March 6th – March 14th**.

RESPONSIBILITIES OF CANDIDATES

It is the candidate's responsibility to turn in his/her completed petition packet/application to the Activities Office by **Tuesday, February 28th**. It must be complete with all appropriate signatures and references, stapled neatly in this order:

- ASB/Class Elected Position Application**
- Petition for Office (requires 20 student signatures)**
- Biography for website/voting (100-word maximum, written in 3rd person) – must also be emailed to ClovisEastActivities@cusd.com**
- Copy of Speech (typed)**
- Leadership Application (separate application packet).**
- Each candidate must attend the candidate's information meeting on **February 17th** in the Library Classroom
- Join the CE Elections Google Classroom with Join Code: psvwwkn.

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. ***Please note: you must be accepted into the Leadership program in order to run 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 2023-2024 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 (both school attendance and meeting attendance)
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 31st – August 2nd. 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/backdrop 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/CLASS 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/CLASS OFFICER ELECTION CAMPAIGN RULES

Each candidate must campaign during CEHS Campaign Week (3/6- 3/14), even if running unopposed.

Candidates should utilize signs, posters, and other campaign materials (including digital campaigning) that may be beneficial to their campaigns. All on-campus posters must be approved by the Activities Director. Posters may be put up on Monday, March 6th. **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. Do not miss this step.

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, hallways, 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. If you need supplies, come speak with Mrs. Burress before campaign week begins.
7. No consumable hand-out material allowed (stickers/food items are not allowed; small, approved flyers are okay).
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 & VIDEO

All persons running for office must provide an Election Video by **Tuesday, February 28th**. You will prepare a video containing your election speech and upload it to YouTube. Do not upload as a YouTube Short – it must be a regular video. The link will then be emailed to ClovisEastActivities@cusd.com for approval before it will be added to your Candidate Profile on Voting4Schools. This video will be available for students to watch when they access the election in the Voting4Schools app or website. 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 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. A draft of your 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. Video must contain you and only you. This is your opportunity to show the school who you are and what you stand for, and to share your platform.
5. You must also submit a candidate biography (100 word maximum) that will be featured on the voting website. Email this to ClovisEastActivities@cusd.com by **February 28th**. This is essentially a brief version of your speech.

Possible questions to **Guide** your Election Speech:

- What is your name, grade, and what are you running for?
- 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) --- Join the CE Election Google Classroom (Join Code PSVWWKN) for more info

Inter-School Council (ISC) is district-level student representation. The six Clovis East ISC members work with the ISC leaders from the other Clovis Unified high schools to make sure students have a voice at the district level.

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 Intent to Run forms are due to Activities Tuesday, February 28th.**

ISC Applications will be available online at <https://rec.cusd.com/Leadership.aspx> by **Friday, March 3rd**.



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 (Jul 31st – Aug 2nd). 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 Requires 1 year of leadership experience or you must have previously run for office during your high school tenure.

ASB President: The ASB President shall serve as chairman and direct the activities of the Student Council. They 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/implicit. Must be a Senior to run for this office; Must have 1 year of CE leadership class experience.

ASB Vice-President: The ASB Vice-President shall assume the duties of the President if/when the President is unable to perform those duties. They 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. They will also act as a leader in the development of new clubs and facilitator of the Student Senate. **Must be a Junior or 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. **Must be a Junior or Senior to run for this office.**

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. **Must be a Junior or Senior to run for this office.**

ASB Commissioners (Appointed positions) Grades 10 – 12 eligible, unless otherwise indicated.

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, lunchtime activities, athletic events, homecoming, spirit weeks, etc. **Must be a Junior or Senior to run for this office; Must have had at least one year of leadership or officer experience.**

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/social media; Assists/over-sees community service requirement for ASB clubs. **Must be a Junior or Senior to run for this office; Must have had at least one year of leadership or officer experience.**

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. **All grades eligible to apply; should have 1 year leadership experience.**

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.

ASB Commissioner of Emotional Wellness & Student Safety: This position is responsible for Health, Wellness, Safety and Awareness activities, campus-wide. They will coordinate with mental and physical health agencies to provide support, services, and resources for the entire student body. Responsibilities include Mental Health Awareness, Orientation Activities, and Lunchtime Activities to promote "Take Care of Yourself" "Take Care of Each Other" "Take Care of Clovis East High School." In-charge of activities for programs like Impact Teen Truth, Every Fifteen Minutes, Distracted Teen Driving, Teen Safe Driving, Red Ribbon Week, and anti-drug/alcohol efforts. Serves as a liaison between safe driving and anti-drug program coordinators, as well as the ASB Vice President in order to facilitate communication of these events to the Student Senate. Responsible for campus awareness regarding these topics through daily bulletin facts, toilet talks, campus promotion, etc. through coordination with the ASB Commissioner of Promotions.

ASB Commissioner of Lunchtime Activities: Planning, set-up, execution and cleanup of lunchtime activities (one activity per week). Coordinate sign-ups of leadership class lunchtime activities. Assist executive cabinet with large school events during lunch (homecoming, spirit jam, High School Nation, National days, etc.). You may not go off campus if you have a previous lunchtime commitment. In addition, you are required to notify the other commissioners involved if you need their help with lunchtime activities (eg: electronics, spirit, athletic, etc.). **All grades eligible to apply; should have 1 year leadership experience.**

CLASS OFFICERS

Requires enrollment in ASB Leadership 4th period (except Historian).

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 and develops social media posts (see Activities Director for info).
- 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.
 - Athletics
 - Communication & Promotion
 - Electronics (Audio/Visuals)
 - 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 into the student's overall Leadership grade by the following criteria.

0-1	Unsatisfactory Checks = Student can earn up to a 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 OFFICER APPLICATION



Name:		Grade 2023-24:
Student ID#:		
Counselor Signature:	Current GPA:	Cumulative GPA:
SRC Authorized Signature: (please list any disciplinary issues that this student faced in 22/23 school year):		

CHECK the office that you are running/applying for:

Elected ASB Offices:

- ASB President
- ASB Vice President
- ASB Secretary
- ASB Treasurer

Appointed ASB Commissioners:

- ASB Spirit Commissioner
- 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
- ASB Commissioner of Emotional Wellness/Student Safety
- ASB Commissioner of Lunchtime Activities

Elected Class Officers:

2024 2025 2026 2027

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

Are you planning on running for ISC?

- Yes
- No
- Undecided

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. By signing below, I am stating that I have read and understand the conditions in this packet 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:	
Cell#:	Shirt Size:
Email:	

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:
-----------------------------------	--------------



CLOVIS EAST HIGH SCHOOL PETITION FOR OFFICE (ALL POSITIONS) 2023-2024



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 this 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 names will not be accepted on petitions for the same position.** Failure to comply with set procedures may result in disqualification.



INTENT TO RUN FOR

ASB OR CLASS OFFICER / ASB COMMISSIONER



Name:	Grade 2023-24:
--------------	-----------------------

I am interested in becoming the _____ officer / commissioner.
(list first choice)

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

(list second choice)

This position interests me because

I think I would do a good job in this position because

Additional comments, including any other ASB/Commissioner positions you're interested in:

****If you are interested in also being selected for ISC (Inter School Council), fill out that intent to run (next page)****



INTER-SCHOOL COUNCIL (ISC) INTENT TO APPLY

Be sure to complete this form and return it to the Activities Office no later than Tuesday, February 28th.

NAME _____ **Student ID#** _____ **GRADE** _____

To be a member of the Inter-School Council, you must meet the following requirements:

1. Be a junior or senior during the 2023-2024 school year.
2. Attend / Lead CUSD Leadership Camp July 30th - Aug 2nd (ISC attends a day earlier than campers).
3. Attend and be on time to all weekly meetings over summer & monthly school meetings.
4. Attend / Lead CUSD Mid-Year Leadership Conference and/or volunteer day in January/February.
5. Currently have, *and* have maintained, a **3.0 GPA**. Must have had a 3.0 GPA in *all grading periods* of current school year and **must maintain** this for 2023-2024 school year.
6. Have NO Code of Ethics violations.
7. You must run for an Elected or Appointed ASB / Class Officer position for the 2023-2024 school year.
8. You must be enrolled in 4th period ASB Leadership for the 2023-2024 school year.

Counselor Verification/Comments: _____

Counselor Signature: _____

Current GPA: _____

SRC Verification/Comments (please list any behavior issues that this student has been in the SRC for including dress code and cell phone violations): _____

Authorized Signature: _____

Date: _____

I, _____, understand that being in ISC is very time consuming and I must be willing to devote my time during the summer months to plan leadership camp and throughout the school year. I am aware that I will be held to a higher standard and will be expected to go above and beyond and uphold these standards. I have reviewed and agree to the ISC expectations attached to this application.

Candidate Signature _____ **Date** _____ **Candidate Email** _____ **Shirt Size** _____

Parent Print Name _____ **Parent Signature** _____ **Parent Email** _____

Interviews will take place the week of May 1st though May 5th. If chosen for a live interview, you will be notified via email the time and date.