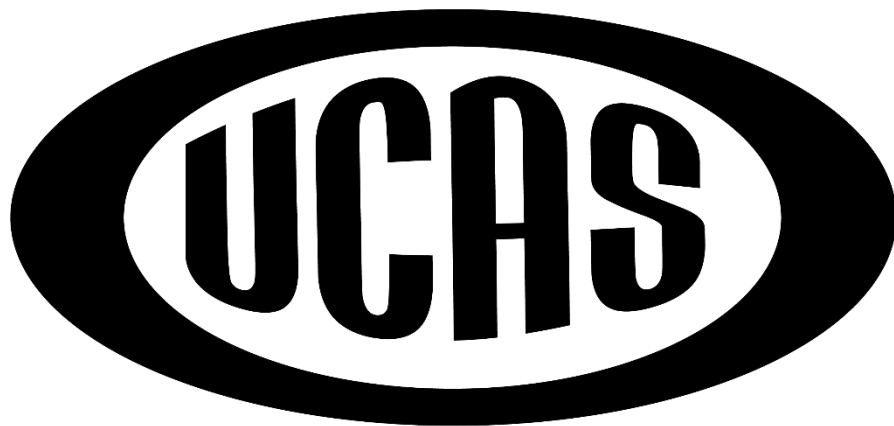


**Utah County  
Academy  
of Sciences**



**Student Council Packet  
Elected Officer and  
Appointed Senator Positions  
2022-2023  
Provo Campus**

Dear Student,

Thank you for your interest in Student Council at UCAS. We're excited to see what the year will bring and hope to make it a memorable year for everyone.

Please understand that, if elected or appointed to this year's council, you will be required to donate many hours before, during and after school. We are looking for someone who is very dedicated. As a member of Student Council, you will be expected to be an example of integrity to your peers and follow school rules.

Please review the following policies to see if you are eligible for Student Council. You must:

1. Be a student currently enrolled full time at UCAS and be able to attend ALL assigned activities. You **MUST** be here when we need you!
2. Have a cumulative grade point average of 3.0 or higher (this must be maintained to remain on council). *Do not solicit any teacher, counselor, staff member or administrator to change any academic grade for election eligibility.*
3. Maintain at least a 90% attendance record.
4. Adhere to all UCAS policies.
5. Make Student Council a priority. Elected Officers may NOT hold a leadership position in another UCAS organization: Yearbook, NHS, HOPE Squad, or Resilience Mentors. Elected and appointed members of Student Council may participate in these organizations, but Student Council responsibilities are your first priority (since Student Council is an Advisory class, so you cannot be in another organization that is an Advisory).
6. Enroll in our Student Council Advisory class and maintain regular attendance.
7. Be a person who can make and keep deadlines.
8. Develop good communication skills; working with the administration is an important part of your responsibility.
9. Receive positive teacher recommendations. (These will be collected by Miss Thornock; you should NOT ask teachers for these on your own.)

The Student Council Provo Campus consists of an **elected president, vice president, and secretary** for each grade. Additionally, **Senators will be selected** by a faculty committee. In addition to your individual responsibilities you will be asked to help plan, set up and organize activities throughout the year. Every member is expected to be responsible enough to realize when help is needed, and that **no one is done until everyone is done**. All duties are delegated by the class officers under the direction of the advisor.

Failure to comply with these policies may lead to dismissal from Student Council or Student Council Elections. Again, thanks for your interest and we hope you will seriously consider running for an office.

Miss Thornock  
Student Council Advisor, Provo Campus

## UCAS Student Government Elections 2022-2023

### IMPORTANT DATES

August 15 (Monday)	Information Packets Available at the Front Desk from Mrs. Mariscal. Be sure to fill out the ENTIRE packet. If you have questions, see Miss Thornock in room 215. CAUTION: Do NOT begin purchasing or preparing items for your campaign until you have thoroughly read through the election rules and procedures.
August 18 (Thursday)	<b>Packets due</b> to the Main Office by 9:00 AM SHARP!!! Late packets will not be considered.
August 19 (Friday)	<b><u>Eligible candidates for elected positions have a mandatory meeting during 4<sup>th</sup> period advisory</u></b> with Miss Thornock in room 215 to discuss election week.
August 22-26	<p><b>Election Week</b></p> <p>You may <b>hang 2 posters</b> in the hallways. Posters may only be the standard 24 x 36 size and must be approved by Miss Thornock before being hung on the walls. <b>**DO NOT put posters on any doors**</b> Miss Thornock will be available at 8:00 a.m. to approve posters so you may hang them before school.</p> <p><b>Display Tables</b> during advisories and lunch in the Activity Center. You may set these up beginning 8:00 a.m. on the 22nd. These are displays only – no handouts. Students will be able to visit candidate tables during their lunches.</p>
August 23	<b>Speech for advisories due</b> to Miss Thornock by 9:00 a.m. for approval. Your speech should be typed and be no more than 2 minutes long.
August 24 (9 <sup>th</sup> ) August 25 (10 <sup>th</sup> )	<b>Campaign in advisory</b> - You will make your 2 min. "Vote for Me" speech during advisory. You may not hand out fliers or candy during your speech.
August 26	<b>Voting</b> - Voting will take place during Advisory. Results will be announced prior to the end of school during 8 <sup>th</sup> period.

**Promote yourself** – Your best way to campaign is to meet as many students as possible. Reach out, say hi, learn names, introduce yourself. You may NOT hand out notes, candy or flyers. **Do Not Interrupt Classes!**

## ELECTION RESULTS

The winner of the final election will be based on a combination of student votes as well as an evaluation of the candidate and campaign elements as detailed below. Anyone who wants to run, and establishes themselves as a worthy candidate may run in the final election. This means that there will likely be more than two candidates running for an office. Fifty percent of the election results will be based upon the following:

1. Teacher Feedback
2. Completion and neatness of election packet
3. Speech
4. Overall Impression - which includes leadership abilities as outlined on the officer description page of this packet.

This will result in a number ranking from 1-10. The popular student vote makes up the other 50% of an individual's total election score.

## ELECTION WEEK

The candidates who meet the criteria to run in the election will be invited to attend a meeting to discuss the upcoming week (see election schedule). Please keep the following campaign rules in mind as you are preparing:

1. **No stickers or stamps on doors or school walls.**
2. Use only 2 posters total (24x36) in the hallway and/or activity center. If other fliers are found hanging in the hallway or classrooms you could be disqualified. Also, **do not** hang your posters on doors.
3. Your posters must be approved by Miss Thornock and have the **UCAS stamp** on each prior to being hung in the school.
4. Your candidate booth will be up for the first four days of the campaign. Do NOT hand things out from your booth, but do decorate it in a manner that will promote your strengths.
5. You may not spend more than \$15.00 on your posters and booth. There is no need to spend a lot of money to make friends and get to know people. Please keep all receipts for campaign supplies and have them available if Miss Thornock requests them.

## STUDENT COUNCIL PACKET

You will need to pick up a Packet from Mrs. Mariscal PRIOR to the due date. Be aware that this packet requires a parent signature, so advance planning is essential.

# PACKET CHECK LIST

The following items must be turned in to Main Office by 9:00 am on Thursday, August 18. Please use this sheet as a check list and as a cover sheet for your packet. **Put your packet together in the order listed.** E-mail is not an accepted submission format; hard copies **must** be contained in the packet.

**Student Name:** \_\_\_\_\_

**Office Running For:** \_\_\_\_\_

**OR**

**Application is ONLY for Senate Appointed Position: Yes/No**

Requirement	Check Off
Personal Information Sheet	
Student/Parent Contract	
Current Grade print out from SIS (not a transcript)	
A typed personal evaluation (This should be a paragraph or two long and include your personal qualities and characteristics that will make you the best candidate for the job. Please address why you want to be on Student Council.)	
A typed paper (with sentences and paragraphs) addressing the following two items. (These ideas and suggestions will become the property of UCAS) 1. Write about a Student Council responsibility that you are excited about and one that you wish you could change. Describe why you like and dislike the responsibilities. 2. Describe ONE possible Falcon Friday lunch activity that revolves around a theme of your choice. Include the name of the activity, a description of the activity, and list of supplies needed.	

Utah County Academy of Sciences  
STUDENT GOVERNMENT ELECTIONS 2022-2023

# PERSONAL INFORMATION

Office Running for: \_\_\_\_\_

**OR**

Application **only** for Appointed Senator Position: yes/no

Name		Grade	
Address		Email	
Cell Phone	Home Phone		

CURRENT CLASS SCHEDULE			
Period	Teacher	Class	Room #
0			
1			
2			
3			
Advisory			
6			
7			
8			

Extra-Curricular Activities, Clubs, Performance Groups, Sports, Work, etc... that you are involved in.

2021-2022 (last year)	2022-2023 (current year)

If you are not elected to the office you are running for, would you be willing to serve as a Senator?    \_\_\_\_\_ Yes    \_\_\_\_\_ No    \_\_\_\_\_ Student Initials

**UCAS  
OBLIGATIONS AND REQUIREMENTS  
STUDENT/PARENT CONTRACT**

1. As a member of the Student Council at UCAS you represent all of the students and faculty. You are a role model, and as such you must support the school, your fellow officers, your advisor and the school administration at all times. This means that you are to treat all of your fellow students and the entire staff with courtesy and respect.
2. You are expected to support Student Council and school activities with your attendance.
3. Members of the Student Council are under the supervision of a faculty advisor and enrolled in our Advisory class. You will be graded in this class on your performance, attendance, and participation. This class is mandatory.
4. All officers/senators will be accountable for the duties of their individual office. Officers will be expected to be in attendance on time and fully prepared for each assigned activity and for class.
5. Students must maintain a cumulative GPA of 3.0 while in office with no "F"s (evaluated on a quarterly basis). Students not meeting this minimum standard will be placed on probation for the following two months. If the student doesn't meet or exceed the minimum standard at the end of the probationary term, they may be immediately removed from office.
6. Officers are expected to wear their Student Government attire on days that are assigned and anytime representing UCAS.
7. At all times, members represent the UCAS student body and will act in compliance with all rules, policies and standards of UCAS.
8. Members are required to donate many hours before, during and after school to the improvement of UCAS.
9. Members charged with a criminal act (including complicity) will be removed from office without option of appeal.
10. You are also able to purchase a Student Government Sweater/Jacket; this will cost about \$65. Payment plans or scholarships for the sweater are available upon request.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature

Date: \_\_\_\_\_

Parent Phone Number: \_\_\_\_\_

## **DESCRIPTION OF EACH STUDENT GOVERNMENT OFFICE**

The Student Council Provo Campus consists of an elected president, vice president, and secretary for each grade. Additionally, Senators will be selected by a faculty committee. In addition to your individual responsibilities you will be asked to help plan, set up and organize activities throughout the year. Every member is expected to be responsible enough to realize when help is needed, and that **no one is done until everyone is done**. All duties are delegated by the class officers under the direction of the advisor.

### **Presidents--**

Preside at class meetings of student government and all student body activities.  
Be the official representative of the students in all meetings requiring student participation.  
Work closely with the Administration in serving the students.  
Be in charge of conducting student council class under the direction of the advisor.  
Attend any community council or PTSO meetings where a student representative is needed.  
Get approval from the administration for all activities.

### **Vice Presidents--**

Take charge in absence of the president.  
Accept assignments from the president.  
Serve on special committees when deemed necessary by the president.  
Be responsible for publicity of school functions and activities. Prepare all announcements for PA system, school website, newspaper and yearbook.  
Act as a liaison between the student council and other student organizations (i.e. yearbook, HOPE Squad, NHS...).

### **Secretaries--**

Take roll at official meetings of student government and class; give this information to the advisor.  
Take care of necessary correspondence and business of the council.  
Preside over student body functions in the absence of the president and vice president.  
Keep record of assignments made and report on successful completion of those assignments.  
Make sure that all officers are informed of upcoming events.

### **Senators--**

Participate actively in the Student Council Advisory class.  
Support class officers and serve on committees as assigned.  
Plan and implement activities, especially monthly Falcon Fridays.