

2022-23 Student Council Appointed Positions

Please contact - Kelly Loverso (klovers22@pcstudents.us), Logan Thornton (lthornton22@pcstudents.us) or Jessica Lanoue (ilanoue@pcschoools.us) with any questions

Interview Timeline:

April 18th, and 19th after school

Please sign up for a time that works for you during one of the above dates. Sign ups will be posted outside of Ms. Lanoue's classroom (236) the week prior to interviews

Appointed position application requirements:

- Answer all questions asked in packet
 - Fill out the teacher signature page
 - Get one letter of recommendation from a teacher of your choice
 - Print out a copy of your transcript from the 2021-2022 school year
 - Submit these items to Ms. lanoue's room on **THURSDAY, APRIL 7TH**
 - Sign up for one interview time
- PACKETS, TRANSCRIPTS, AND TEACHER SIGNATURE PAGES ARE DUE ON APRIL 7TH FOR ALL STUDENTS. PLEASE SUBMIT ALL PAPERS TO ROOM 236 (MS LANOUE) NO LATER THAN 3 PM**

Appointed Positions

Assemblies Director (1):

The Assemblies Director must have a prerequisite of student council from previous year

1. Plan Assemblies
 - a. Back to School
 - b. Homecoming Pep Rally
 - c. Talent Show
 - d. Prom Pep Rally
 - e. Wish Week
 - f. Elections Assembly
2. Coordinate everything with Admin and Dave Hallock in Eccles
3. Coordinate and approve dates with Mr. Arbabi and rest of admin
4. Coordinate david's bridal and men's wearhouse prom fashion show

Underclassman Assemblies Assistant (1):

The Underclassman Assemblies Director must be an incoming junior or sophomore.

Assist the Assemblies director in the following activities

- a. Back to School
- b. Homecoming Pep Rally
- c. Talent Show
- d. Prom Pep Rally, e. Wish Week, f. Elections Assembly

Student Outreach Officer (1):

1. Coordinate Wish Week
2. Help Senior-Class President with dances
3. Promote and manage all inter-StuCo events (such as)
 - a. Christmas Party
 - b. Get-Away/Retreat (summer)
4. Teacher Appreciation
5. Club Day
6. Create surveys to poll the student-body's opinions
 - a. Apply this information towards administration meetings to improve the body
7. Create FORMAL surveys to send to I.T.
8. Make and deliver most improved student cards
 - a. End of Q1
 - b. Beginning of Q4
9. Make and deliver 'rockstar' gifts
10. Candy grams for Christmas
11. Event communication with the Winter School
12. Greet new students at beginning of the year

Community Outreach Officers (1):

1. Plan Candy Buy Back
 - a. Know where scales are
2. Community service projects
 - a. Pink PC
 - b. Pennies for Patients
 - c. Live PC give PC
 - d. Etc... (Create your own community service project)
3. Contacts businesses for assistance in terms of tailgates and other events
4. Thank you cards for everyone
5. Facilitate Dia De Los Muertos with Latino outreach coordinator
6. Communicate Dia De Los Muertos with all districts
7. Organize yard sale

Student on the Board (1):

1. Attend all PTSO meetings and debrief with StuCo
2. Liaison The Student Body, Board of Education, and PCHS administration

3. Schedule admin meetings

Executive Assistant (1):

1. Take attendance at all StuCo events
2. Organize and Manage the Google Drive
3. Organize and Manage the StuCo bible
4. Organize lists and duties for all events and dances
5. Manage sign-ups for volunteers
6. Manage Student store inventory
7. Send Ally new StuCo emails
8. Work with Treasure Mountain to keep track of dance tickets sold
9. Update calendar in Lanoue's room
10. Create surveys to send out to student body

Sports Coordinator (1):

1. KPCW Miner Nation Reports
 - a. Due every Sunday
 - b. Reflect on all previous sporting events from the last week
 - c. Reflect on any upcoming events for the next week
 - d. Announce any and all upcoming dance or non-dance related events
2. Greet all referees before upcoming home games
3. Prepare snacks and supplies for referees before home games (Football and Basketball)
4. Plan the Powder Puff/Powder Buff HoCo games
 - a. Create Rules
 - b. Get supplies
 - c. Get players
5. Maintain a sports bulletin board

Assistant Sports Coordinator (1):

1. Assist the Sports Coordinator with the following:
 - a. KPCW Miner Nation Reports
 - b. Chain line for Dozier game days
 - c. Referee snacks and supplies: basketball/football
 - d. Powder Puff/Powder Buff games (HoCo)
 - e. Greet referees before games
 - f. Club day
 - g. Assist all members with any necessary:
 - i. Food runs
 - ii. Product deliveries/Any form of hauling

Decorations Manager (1):

In your interview must show artwork of your own or something you have done decoration wise before hand

1. Make all posters
2. Organize basement room
3. Help with decorations for dances
4. Keep inventory
 - a. Let Lanoue know when we are out of something
5. Responsible for cleanliness and organization of supply area
 - a. Make sure paint doesn't get the carpet
6. Maintain Bulletin boards year-round

Decorations Assistants (2):

1. Assist the Decor. Manager with any and all tasks, including;
 - a. Making all Posters
 - b. Organizing the Basement
 - c. Making decor. for dances

Treasurer (1):

Must have a prerequisite of one year in student council

1. Keep StuCo Budget
2. Create a discrete cash expenditure
3. Make deposits
4. Count cash box at the end of the school store days. Keep at \$300
5. For orders over \$500: Get POs from DONNA and create POs for EACH invoice
6. Liaison with the finial secretary
7. Facilitate gift card donation drive

Treasurer Assistant (1):

1. Assist the Treasurer with any and all tasks (see above)
2. Break down Bills

Public Relation (2):

1. Responsible for PR
2. Create ads for Instagram and Snapchat
3. Operate the PC MinerNation Instagram
4. Maintain PCHS Tik Tok
5. Design Tickets
6. Create and post the Monthly Miner Shaft
7. Format ads for TVs
8. Purchase Snap Chat filter for events
9. Manage website
10. Take pictures
 - a. At school;
 - b. At events
 - c. All year long

Videographer/Film Director (1):

Must show a video you have filmed and edited before hand during your interview

1. Create video advertisements and TV ads for any and all StuCo run events
2. Make videos for any messages that need to be distributed from StuCo to the student body
3. Two additional 'Spirit' videos required
4. Work with other communications person to collaborate and make films

Park City High School Student Council By-laws

I. REPRESENTATION

The Administration at Park City High School (PCHS) reserves the right to declare any student ineligible to represent the school in any organization, including Student Council, if a student fails to uphold adopted school standards.

II. Mission Statement

We are united in our efforts to lead students and promote equable experiences while displaying the highest level of integrity within the community.

III. GOVERNMENT

Executive Council

The Student Body Officers shall constitute the highest student authority. The Student Body Officers shall consist of the following elected officers in this hierarchical order:

Student Body President; Student Body Vice President; Senior Class President; Senior Class Vice President; Junior Class Representatives (2) ; and Sophomore Representatives (2).

The following positions will be appointed: , Assemblies Director (2), Sports Coordinators (2), Media Coordinator, Video Production, Student Outreach Officers (3), Community Outreach Officers (2), Decorations managers (2), Treasurer, Student on the Board, and Executive Assistant

IV. DUTIES of Student Council

1. Plan, organize, attend and produce events for the Student Body including, but not limited to: Back-to-School; BOY Assembly; Tailgates; Spirit Squad; Homecoming Week; Winter Formal; Prom; Bottom 90; and, more.
2. Appropriate money of the organization.
3. Manage student store.
4. Support administration and counseling.
5. Be a liaison between students and administration, parents, district, and the community.
6. Any member of Student Council should be involved in other school activities such as clubs, sports, etc.
7. Responsibilities for each position will be exclusively stated in a separate document

V. ELECTION REQUIREMENTS

Student Body Officers

A. Candidates for Student Body President must have:

1. Must have a prerequisite of 2 years as a member in good standing of student council and must be in the graduating class of 2023.
2. Or, the candidate must schedule an interview with the current Student Body President, Student Council Advisor, member of the School Administrative team, Student Body Vice President, and Senior Class President. Candidates must explain why they need an exception.
3. All candidates must have a recommendation from 75% (6) of current teachers. Teachers will submit approvals DIRECTLY to the Student Council Advisor.

B. All elected position candidates must have the following:

1. A cumulative GPA of 2.5 (ninth grade to present)
2. No academic F on a transcript in the exact previous academic year
3. No NG's or I's unless an exemption is present.
4. Must be a full-time student without more than 3 parent releases as a junior and senior

VI. ELECTION/PRIMARY ELECTION (if needed)

- A. Votes for a “write-in” candidate will not be counted. (Ballot will specify this.)
- B. Candidates will follow the rules/regulations for elections including, but not limited to budget, number of posters, speech presentation, and video.

VII. FINAL ELECTIONS

- A. Candidates will adhere to deadlines, rules, regulations as outlined in application packet.
- B. Candidates will interview with a student/faculty committee.
- C. Said committee will consist of selected four representatives of student council
(SBP, SBVP, SCP, SCVP)

VIII. VACANCIES

- A. If a vacancy occurs in any office other than the Student Body President or Student Body Vice President then the student council representatives will elect a replacement of their choosing.
- B. If the office of Study Body President is vacated, the Senior Class President will assume the position of President.
- C. If the SBVP is vacated, the Student Council Advisor will confer with PCHS Administration and the SBP to appoint a replacement for the duration of the year.
- D. In the following elections current members of student council may run to be the SBP.

IX. PROBATION OR REMOVAL FROM OFFICE

- A. Any student officer, through the neglect of duty and/or failure to adhere to the student code of conduct may be removed from office by consensus of administration and advisor.)terms of punishment will be per advisors discretion)
- B. If any elected or appointed student council member fails to maintain a 2.5, or receives an F or NG, they will automatically be placed on probation for one quarter. (If there are extenuating circumstances related to health, the advisor can accommodate.)
- C. If the Student Council Class feels as if a member is not adhering to standards, they may petition the advisor and process of removal from the class or probation. Punishment and action taken after that process is at the discretion of the Advisor. A petition or vote by the majority of class members is required in order to process. If the majority of students does not agree on the removal process, the petition is void.
- D. Failure to comply with grade standards after a period of probation will result in termination from office.
- E. A student on probation cannot vote or participate as an officer at any activity. They are unable to wear any item of clothing affiliated with student council . The student

cannot function in an official capacity. Dependent on the severity of the probation, the advisor will decide what the member must do during this period of probation.

X. INFRACTIONS

1. Civil Infractions and an informal investigation and consensus vote for each individual officer will be conducted by administration, advisor, school resource officer, and other faculty. INELIGIBLE results will effective the leadership ability and will be compromised.
2. The length of the period of probation and/or decision to remove the individual from office will be determined by the above named officials.

XI. AMENDMENT OF STUDENT COUNCIL BYLAWS

- A. To amend a By-Law, a Senior Elected Officer or Student Committee must request an edit by the advisor. Once the edit is made it must be shown to the advisor for their approval.
- B. Substantive amendments will be moved to PCHS admin.
- C. Once the PCHS Administration agrees, the updated By-Law document is placed into effect immediately.

XII. GRADING

- A. Student Council members receive a grade in the class.
- B. Grading Scale
 - 15 points = self assessment
 - 5 points = teacher assessment
 - 40 points = out of class/school activities
 - o Missing set up for an event, including tailgating, will equate to - 3 points
 - 40 points = class attendance and participation
 - o Each tardy is -1
 - o An unexcused absence is -3
 - o Up to 3 points may be removed at teacher/advisor discretion per class for failure to meet expectations; off-task behavior; and/or misbehavior
- C. All students will return a signed disclosure document.
- D. All students will return a signed release form allowing students to leave campus for Student Council business

Name: _____ **Entering Grade:** 10th 11th 12th

Top two requested positions: _____

List the extracurricular activities to which you participate in:

Outside of school what are your additional commitments (work, family, volunteering Church, Club Sports, Etc):

All of Student Council is required to attend the majority home games, Student Council produced events, theatre performances, etc. How will your life outside school affect your ability to attend:

Why do you want to join Student Council:

What would make you an asset to student council:

What Ideas/goals do you have coming into Student Council? What steps will you take to make this feasible (A-Z):

Student Council is a lot of working with others, how do you work in a group:

What is your greatest weakness and how do you deal with failure?
