

BT Class Office
Elections 2020



Class Office Elections 2020

Class Offices and Responsibilities

Class Officers represent their class or grade level, and are supervised by a Class Sponsor or Co-Sponsors (teacher(s) on the school site). Class Council meetings are usually held twice a month at lunch time in the Class Sponsor's room, unless class time can be arranged with the Assistant Principal.

Each Class Council is responsible for certain activities or events that either raise funds for that class or provide students with unity and spirit. The breakdown is as follows:

FRESHMEN: Homecoming Week activities (banner, carnival booth, spirit wear, etc) Fundraisers –one each semester, one service project to better school

SOPHOMORES: Homecoming Week activities (banner, carnival booth, spirit wear, etc) Open House refreshments fundraiser, Powderpuff game coordinator , one service project to better school

JUNIORS: Homecoming Week activities (banner, carnival booth, spirit wear, etc) Homecoming dance, Prom, one service project to better school

SENIORS: Homecoming Week activities (banner, carnival booth, spirit wear, etc) Freshmen Welcome, Senior Breakfast, Graduation, Reunions

The class officers consist of President, Vice-President, Secretary, Treasurer and Historian:

• **The President**

- * prepares meeting agenda * facilitates meetings
- * serves as a liaison to the administration * informs other class members

• **The Vice-President**

- * assumes all duties of the President in the President's absence
- * keeps a running calendar of all class activities and meeting dates

• **The Secretary**

- * keeps a written record of all meetings and those in attendance through the use of minutes
- * is responsible for typing and distributing minutes following each meeting to respective class officers, sponsors, and administration
- * keeps track of all documents and paperwork and passes it along to the next advisor at the end of the year

• **The Treasurer**

- * keeps an updated record of all deposits and debits for the class account
- * provides a monthly balance sheet for the advisor and class
- * acts as a liaison with the school's financial secretary

• **The Historian**

- * compile and report BTHS class news
- * assist other class officers with all projects
- * keeping a journal of all class activities

All forms must be completed and returned to Ms. Teuscher room N148 by 4:00 pm on 9/4/20.

BT Class Office Elections

2020 Campaign Rules

All campaign items must be approved by Ms. Teuscher prior to use. Campaign materials can start being **approved** after **September 8, 2020** by Ms. Teuscher in room N148 before school, lunch or after school. Items cannot be hung or handed out until **Sept 8th (after the mandatory meeting)** when the campaigns begin.

1. Signs should be posted using **ONLY BLUE PAINTER'S** tape.
2. Signs may be posted in breezeways, courtyard area, dining rooms; signs **may not** be placed on doors. All posters are to be attached to brick areas or glass but not to any painted surface. **NO POSTERS IN THE STAIRWELLS**
3. Signs **MAY NOT** have negative comments about other candidates.
4. Do not hang your campaign materials over other candidate's materials... being respectful of other candidates is very important!
5. A candidate may not offer gifts (candy, trinkets, etc.) during the campaign. Good sportsmanship must be exhibited or the candidate will not be allowed to run for office.

****** Any unapproved or inappropriate campaigning will result in disqualification of the candidate. This includes printed posters and ALL social media posts. ******

Class Elections:

Class Elections will take place ONLINE via a secure portal that allows one vote per student. The link for voting can be found on Schoology, The Voting LINK will be live from 8am-2pm on Friday 9/11/2020

All campaign materials must be removed by 3:00pm on election day.

Winners will be announced at the conclusion of the school day.

Good Luck to all candidates.

When in doubt-----ASK!

Contact:

LeAnna Teuscher - Room N148

leanna.teuscher@stjohns.k12.fl.us

Bartram Trail High School Class Elections 2020-2021

Student Name _____ 1st period teacher _____

CIRCLE 1: PRESIDENT VICE PRESIDENT SECRETARY TREASURER HISTORIAN

In order to run for office a student must:

- Receive 3 teacher recommendations (form is attached to packet)
- Be in good standing with the deans (no level 3 or 4 offense)
- Have a completed petition of support from 30 class members, signed and approval by current class/grade sponsor.
- Sophomore, Junior, and Senior candidates must have a 3.0 GPA or higher (students must include an unofficial transcript with GPA highlighted) Freshman candidates do not need to show GPA
- **All paperwork is due to Mrs. TEUSCHER room N148 no later than 9/4/20 by 4pm (NO EXCEPTIONS)**
- **Incomplete paperwork will be not be accepted.**

A class officer is expected to:

- Be in attendance at all scheduled meetings. Officers are expected to contact the class sponsors before a meeting if there is a conflict.
- Act as representatives of their class and make decisions accordingly.
- Be positive role models for all students at BTHS.
- Participate in organizing and completing projects/events of the class.
- Uphold the pillars of Character Counts! Trustworthiness, Respect, Responsibility, Fairness, Caring, and Citizenship.
- Fulfill all duties as designated on the Class Officer Duty List.

Class officers may be removed from office for disciplinary action that is a level 3 or 4 offense, if they have two or more level 1 or 2 offenses, or if they fail to complete their duties.

Campaigning:

1. All candidates must be approved by activity director.
2. **All approved candidates must meet with Ms. TEUSCHER in Room N148 on SEPT 8TH at 8:30am. If you do not attend the meeting then you may not run for office. If this is an issue to due sports, transportation, etc, please see Ms. Teuscher prior to this meeting to discuss.**
 - Signs MAY NOT be posted until **SEPT 8, 2020 (AFTER THE MEETING)**
 - Campaigning Dates are Sept. 8-11th
 - Signs should be posted using **ONLY BLUE PAINTER'S** tape.
 - Signs may be posted in breezeways, courtyard area, dining rooms; signs **may not** be placed on teacher doors or painted areas. **No Signs in the stairwells.**
 - Signs **MAY NOT** have negative comments about other candidates.
3. A candidate may not offer gifts (candy, trinkets, etc.) during the campaign. Good sportsmanship must be exhibited or the candidate will not be allowed to run for office.
4. Stickers, shirts, buttons are acceptable.

Class Elections:

Class Elections will take place ONLINE via a secure portal that allows one vote per student. The link for voting can be found on Schoology, The Voting LINK will be live from 8am-2pm on Friday 9/11/2020

I understand and agree to uphold the requirements and expectations of a class officer, and to fulfill all assigned duties at Bartram Trail High School.

Student Signature

Parent Signature

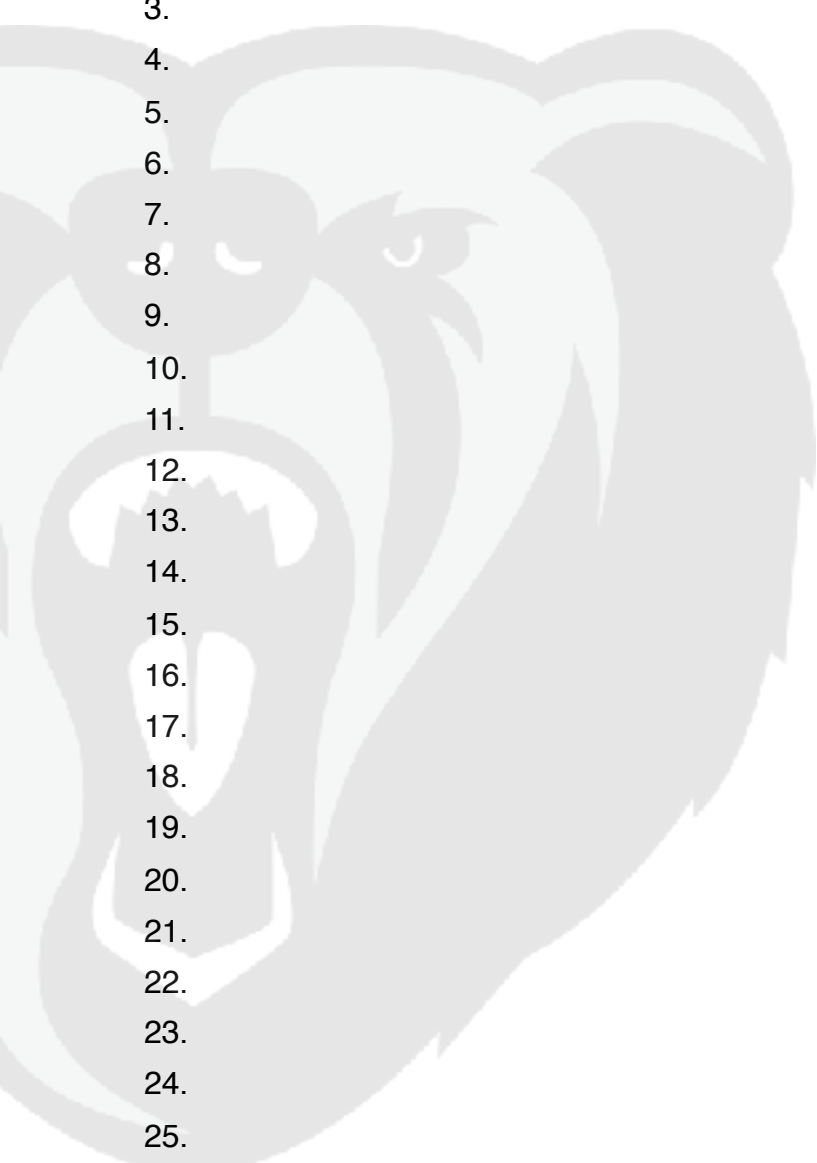
Class Office Elections

I support _____ for the office
of _____ of the _____ class.

Student name and Signature

- 1.
- 2.
- 3.
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- 29.
- 30.

TEACHER RECOMMENDATIONS are on the back of this page.



Class Office Elections

Teacher Recommendations

1. Teacher Name and Signature _____

****I recommend this student to run for Class Office

2. Teacher Name and Signature _____

****I recommend this student to run for Class Office

3. Teacher Name and Signature _____

****I recommend this student to run for Class Office

What you should submit in your completed packet

- Signed (parent/guardian and student) Campaign Rules Sheet
- 3 teacher recommendations (form is attached to packet)
- A completed petition of support from 30 class members, signed and approved by current class/grade sponsor. (form is attached to packet)
- Candidate profile: A short paragraph (3-5 sentences) giving some background about you as a candidate, your vision for the officer and/or campaign promises/ideas. This paragraph will be shared with the student body. This paragraph must be typed please remember to proof read.
- Sophomore, Junior, and Senior candidates must have a 3.0 GPA or higher (students must include an unofficial transcript with GPA highlighted) Freshman candidates do not need to show GPA
- **All paperwork is due to Mrs. TEUSCHER room N148 no later than 9/4/20 by 4pm**
- **(NO EXCEPTIONS)**
- **Incomplete paperwork will be not be accepted.**