

Carroll Christian Schools

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CCS STUDENT COUNCIL ASSOCIATION

GUIDELINES 2017-2018

Officers and Representatives

The CCS Student Council will be comprised of four high school core positions: President, Vice President, Secretary, and Treasurer, as well as elected class representatives from the middle and high school students. There will be two class representatives from each grade in the middle and high school. The President must be a junior or a senior. Secondary students vote for the core officers and individual classes will vote for their own class representatives (ex: sophomores vote for sophomore representatives).

Meeting and Event Requirements

The SCA will meet during lunch, at least once per month, to work on agendas and details for the SCA, review opinions of the student body, and answer questions. These meetings may change due to event planning or other responsibilities. All SCA members must attend their required meetings and events, unless unusual circumstances exist. SCA members must notify Mr. Reisberg if he or she must miss a meeting or event. Unusual circumstances might include participation in a CCS sport, illness, family vacation, etc.

Election of Core Officers and Class Representatives

- 1) Any student who desires to run for a core office or class representative needs to pick up a form from the office. This form requires the signature of two high school students and Mr. Reisberg. If approved, the student must maintain a 3.0 GPA from the time he or she runs for office until his or her year is completed. Students who run for core offices and do not win their desired positions may run for a class representative position.
- 2) During a selected period, each candidate running for a core office may give an election speech with a time limit of four minutes.
- 3) The high school students will vote by ballot. The advisors will oversee the process and count the ballots.

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- 4) An election for the class representatives will take place during homeroom on the next consecutive school day. Students will vote by ballot in their homerooms. Students only vote for representatives within their own grades.
- 5) After the initial meeting, the newly elected officers will host a full SCA meeting with class representatives.

SCA ELECTION GUIDELINES

Positions

SCA Student Body Officers - These core officers represent the entire school and preside over all SCA meetings. The President and Vice Presidential candidates must be juniors or seniors. The Secretary and Treasurer candidates must be high school students. Officers should maintain a 3.0 grade average throughout the school year. If an officer drops below 3.0, he or she will be on probation for an academic quarter to bring grades back up. If unsuccessful, he or she will need to step down.

If desired, SCA Student Body candidates may run for a Class Officer position if they do not win their first election. Complete an SCA Student Body Candidacy Form and submit to Mr. Reisberg **by September 8, 2017**.

SCA Class Officers – Grades 6-12 will each elect a Class President and Vice President. These officers will attend the general SCA meetings as class representatives. They may also hold their own meetings within their grade. Officers should maintain a 3.0 grade average throughout the school year. If an officer drops below 3.0, he or she will be on probation for an academic quarter to bring grades back up. If unsuccessful, he or she will need to step down. Complete an SCA Class Representative Candidacy Form and submit to Mr. Reisberg **by September 8, 2017**.

Posters

If you are a candidate for an SCA Student Body Officer position (see rules) or an SCA Class President or Vice President position (grades 6-12), you may make an election poster that will be displayed in the cafeteria. Submit posters to Mr. Reisberg **by Friday, September 8, 2017** for approval. **All posters must be 9x17 or smaller.** Mr. Reisberg will hang the posters on the walls in the cafeteria.

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Speeches

SCA Speech Day is Friday, September 15, 2017 in the Auditorium. We will be on a chapel day schedule. Candidates for SCA Student Body President, Vice President, Secretary, and Treasurer have a four-minute speech time limit. Once completed, students will break into groups by grade. Students will listen to their candidates for Class President and Vice President. Each class candidate has a two-to-three-minute speech time limit. Speech Tips - Give your name, grade, experience (does not have to be tied to the school), and vision/goals for the position.

Election Days

SCA Student Body Election Day is Monday, September 18, 2017 in secondary homerooms. Students in grades 6-12 will select their choices for SCA Student Body Officers. SCA Class Representative Election Day is Wednesday, September 20, 2017 in homeroom. Candidates who did not win in the student body election may run as class officer candidates. Students will select the President and Vice President for their class (grade) only. That day, each class will also choose a secretary, treasurer, and chaplain. These three positions will be class officers but only the President and Vice-President from each class will serve on the SCA.

SCA Meetings

All officers, both Student Body and Class Representatives, will meet during lunchtime with Mr. Reisberg in room 742 once or twice a month. All SCA members are expected to attend all meetings unless unusual circumstances occur. If a student is unable to attend a meeting, he or she needs to notify the Student Body President and Mr. Reisberg. The first SCA Meeting will be Wednesday, September 27, 2017 during lunch.

SCA Events, Activities, and Duties

The SCA will host several events and activities this year as well as perform duties for the CCS Administration. These include greeting duties at several CCS events including Open Houses, Grandparents' Day, and other special days; composing and administering several student surveys, and more. SCA members should plan to attend all SCA activities and duties unless unusual circumstances occur. If a student is unable to attend, he or she needs to notify the Student Body President and Mr. Reisberg.

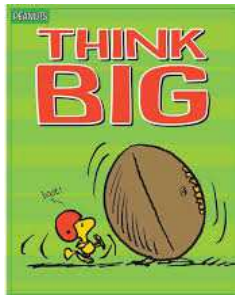
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SCA ELECTION TIMELINE

2017-2018 School Year

Candidate Forms and Posters Accepted

August 21 – September 8, 2017



Poster Week Display

September 11-15, 2017

SCA Candidate Speeches

September 15, 2017

Chapel Schedule

(6-12 Grades to Auditorium)



SCA Officer Election Day

September 18, 2017
in Homeroom

SCA Class Officer Election Day

September 20, 2017
in Homeroom

First SCA Meeting

Wednesday, September 27, 2017
during Secondary lunch



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STUDENT BODY OFFICER SCA CANDIDACY FORM

2017-2018 School Year

Name: _____

Grade: _____

The offices of President and Vice President are for juniors and seniors only. The offices of Secretary and Treasurer are for high school students only. I wish to run for the following SCA office (circle one).

President Vice President Secretary Treasurer

If elected, I agree to attend all SCA meetings and events unless unusual circumstances exist (ex: illness, family vacation, playing for a CCS sport). I will notify Mr. Reisberg and the Student Body President if I must miss a meeting or event. I also agree to maintain a 3.0 grade average through the term of my office.

Candidates who do not win their desired student body officer position have the option to run for a class officer/SCA representative position. If this occurs, I wish to run for one of the following class officer positions for my grade (circle one):

Class President Class Vice President Do not wish to run

Candidate Signature: _____ Date: _____

Two student body signatures and Mr. Reisberg's signature are required.

Student Signature: _____ Date: _____

Student Signature: _____ Date: _____

Administration Signature: _____ Date: _____

Due to Mr. Reisberg by September 8, 2017.

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CLASS OFFICER/SCA REPRESENTATIVE SCA CANDIDACY FORM 2017-2018 School Year

Name: _____

Grade: _____

I wish to run for the following SCA office (circle one):

- | | | | | |
|----------------------------------|---------------------------|----------------------------------|----------------------------------|---------------------------------|
| 6 th Grade President | 6 th Grade VP | 6 th Grade Secretary | 6 th Grade Treasurer | 6 th Grade Chaplain |
| 7 th Grade President | 7 th Grade VP | 7 th Grade Secretary | 7 th Grade Treasurer | 7 th Grade Chaplain |
| 8 th Grade President | 8 th Grade VP | 8 th Grade Secretary | 8 th Grade Treasurer | 8 th Grade Chaplain |
| 9 th Grade President | 9 th Grade VP | 9 th Grade Secretary | 9 th Grade Treasurer | 9 th Grade Chaplain |
| 10 th Grade President | 10 th Grade VP | 10 th Grade Secretary | 10 th Grade Treasurer | 10 th Grade Chaplain |
| 11 th Grade President | 11 th Grade VP | 11 th Grade Secretary | 11 th Grade Treasurer | 11 th Grade Chaplain |
| 12 th Grade President | 12 th Grade VP | 12 th Grade Secretary | 12 th Grade Treasurer | 12 th Grade Chaplain |

If elected, I agree to attend all SCA meetings and events unless unusual circumstances exist (ex: illness, family vacation, playing for a CCS sport). I will notify Mr. Reisberg and the Student Body President if I must miss a meeting or event. I also agree to maintain a 3.0 grade average through the term of my office.

Candidate Signature: _____ Date: _____

Two student body signatures and Mr. Reisberg's signature are required.

Student Signature: _____ Date: _____

Student Signature: _____ Date: _____

Administration Signature: _____ Date: _____

Due to Mr. Reisberg by September 8, 2017.