

# Gunn High School

## Application for Freshman Elections

### 2018-2019

Applications for Freshman Elected Positions for 2018-2019 **must** meet the following eligibility requirements\*\*:

- GPA of 2.0 or higher on most recent progress report or semester report card
- A record of good attendance and citizenship

If, for some reason, it is decided that you are not eligible to run, you will be notified.

Applicants for Freshman Elected Positions for 2018-2019 **must** also meet the following commitments or risk being removed from the election process:

**Friday, August 17th :**

- ❑ **Application Form – turn in to the Student Activities Office (Rm. K-6) by 4:00 PM**
- ❑ **Emailed Digital photo of yourself (headshot, please).** Email picture to Mrs. Hall at [lhall@pausd.org](mailto:lhall@pausd.org) as a .jpg attachment *before 11:59 PM*
- ❑ **Emailed 100-Word Statement -** Why do you want to lead/ represent your class and what do you plan to do? Email to Mrs. Hall at [lhall@pausd.org](mailto:lhall@pausd.org) *before 11:59 PM* as a word document attachment. Make sure your name and position in the subject line of your email.
- ❑ Check your email, read the information Mrs. Hall sends you and be prepared to ask questions at the Candidate Meeting

**Monday, August 20th**

- ❑ Attend the Freshman Candidate Meeting at Lunch in Room K-8.

**Monday, August 20th and Tuesday, August 21st**

- ❑ Film Candidate Video with SEC (will be scheduled at lunch meeting).

**Wednesday, August 22nd – Friday, August 24th**

- ❑ Campaign according to the Freshman Election Campaign Guidelines.

**Other Commitments**

- ❑ If elected, enrollment in C Period Student Government Class.

**\*\* Minimum GPA/ School Attendance and Citizenship Requirements:** All ASB Officers are required to maintain a minimum GPA of 2.0 and have a record of good attendance and citizenship in order to be eligible for ASB office. If a student is elected for the 2018-2019 school year and has less than a 2.0 GPA at the end of the Fall semester or has attendance/ school behavior issues **he/she will be removed from office a replacement will be installed in accordance with ASB Constitutional Bylaws**

**Please read through the officer requirements and campaign rules, and fill out the application completely. A Freshman Elected Officer/ Council Member represents all students at Gunn and spends countless hours of service both in and out of leadership class. If you have any questions regarding the position, please feel free to talk to any current SEC member or Mrs. Hall. Thank you for applying and good luck!**

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# Gunn High School

## Application for Freshman Elections: 2018-2019

**READ CAREFULLY** - In order to run for a Freshman Class Officer position, the following deadlines must be met:

- ❑ This form must be turned in to Student Activities (Rm. K-8) on August 17th by 4:00 PM
- ❑ E-MAIL the following additional information to [lhall@pausd.org](mailto:lhall@pausd.org) on Friday, August 18th before 11:59 PM. **Write your name and position in the subject line of your email.** Failure to turn in ALL the information (photo and statement) by the deadline will result in disqualification from elections.

1. **E-MAIL a digital photo** of only yourself (not with other people). Your photo must be the following dimensions: 2-2.5" by 1.5-2" wide (in JPEG or GIF format only). We will respond to all emails to verify receipt of information. Failure to follow this format will result in your picture not appearing on the election voting page.
2. **Your Statement:** In 100 words (or less) state your qualifications and platform (such as what would you like to improve at Gunn, what are your ideas, etc.) in running for this office. The statement must be printed using Times New Roman 12 point font in paragraph form.

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*(Detach this section and turn in to the Student Activities Center by 4:00 PM on 8/17)*

Name: \_\_\_\_\_ Office Applied For: \_\_\_\_\_

Email Address: \_\_\_\_\_

List name of course and grades for spring 2018 semester (in 8<sup>th</sup> Grade):

Class 1:	Class 5:
Class 2:	Class 6:
Class 3:	Class 7:
Class 4:	

**I have read and understand the commitments and responsibilities that apply to an elected Freshman Class Officer. I will fulfill these duties and obligations throughout the entire 2018-2019 school year. I understand that any behavior for which I may be suspended under general school rules or any action that could result in a citation from law enforcement will be grounds for dismissal from the elected officer position.**

\_\_\_\_\_  
Candidate Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

.....

**Student Support Petition:** “By signing this petition I agree that I support this candidate in his/her running for a ASB office and believe he/she is qualified to represent the Gunn Associated Student Body and Freshman Class positively.”

Student Signatures – Must be current 9<sup>th</sup> graders. (Twenty-five total):

1.	2.
3.	4.
5.	6.
7.	8.
9.	10.
11.	12.
13.	14.
15.	16.
17.	18.
19.	20.
21.	22.
23.	24.
25.	

# FRESHMAN ELECTED OFFICER JOB DESCRIPTIONS AND DUTIES

*All positions include but are not limited to the following listed responsibilities*

**FRESHMAN CLASS PRESIDENT/ VICE-PRESIDENT:** The Freshman Class President and Vice President is responsible for building the homecoming float, organizing fundraisers, and planning class events, running regular, lunchtime meetings with his/her class council, communicates regularly with class advisors and Mrs. Hall.

**SITE COUNCIL REPRESENTATIVE:** Attends monthly afternoon meetings of the Gunn Site Council and voices the student viewpoint regarding fund allocation. ***This is a 2-year position, although you will only be required to sit on SEC your Freshman year,*** and requires one meeting per month outside of the school day as well as an ability to interact with adults comfortably

The Class President, Class Vice President and Site Council Rep are also members of the Student Executive Council (SEC), which runs all student events at Gunn. Accordingly, successful candidates must enroll in the C period Student Government class, which has all the same requirements as other classes and will include assignments relating to leadership issues as well as individual roles on SEC, for which participants will receive a grade. If you're interested, note the following:

## **Responsibilities of SEC members include:**

- Set up events such as dances and lunchtimes activities
- Help with school-wide events (Homecoming, International Week, Spring Fling, etc.) by running games, decorating, cleaning up, and any other assigned tasks.
- Dress up for all dress-up days.
- Represent their class and the Student Body as a whole
- Attend class to discuss issues relating to school climate and policy
- Participate in and complete all class assignments
- Make posters and help with publicity
- Work well with your peers and try to improve Gunn
- Be prepared for weekend and evening commitments as well as times when regular class periods will be missed to assist with SEC responsibilities.

**Not sure you want to run, but want to get involved? Here's some info about...**

**FRESHMAN CLASS COUNCIL (does not sit on SEC):** Council members are responsible for building the homecoming float, organizing fundraisers, and planning class events. If selected, you will attend regular lunchtime council meetings with your officers and class advisors, and participate in all class events and fundraisers. The class council will be recruited at the first all class meeting after the election.

# Gunn High School – Freshman Class Elections

## Campaigning Rules: 2018

1. **Campaign Timeline:** You are only allowed to campaign **on campus** during the week of elections on the following days: (Wednesday, August 22nd – Friday, August 24th). Online Campaigning, including but not limited to the creation of Facebook Groups and Events, YouTube videos, or other online/ social media **may not begin until Saturday, August 18th** after the Picture and Statement submission deadline.
2. **Filming/ Taking Campaign Photos:** You are allowed to film or take campaign pictures on campus before Elections week, **not** during school hours. Any footage taken on campus can include yourself, but no other people.
3. **Endorsements:** Endorsements for individual candidates on public social media platforms or other public forums/ websites that represent groups or public figures **are not allowed** unless all candidates running for the same office are equally represented. If you are endorsed in this way it is your responsibility to request removal of the endorsement from the site administrator immediately or risk removals from the election.
4. **POSTERS:** Space for posters will be assigned by lottery and locations will be posted in the SAO by Mrs. Hall's office. You may post one large sign on your assigned wood panel.
  - The posters must not exceed a maximum of 3 feet WIDE x 5 feet HIGH and cannot be posted until 7:30 AM on Wednesday, August 22nd. Mrs. Hall will remove and hold any posters that are put up before this time.
  - The SAO can provide butcher paper and paints for you to use if you would like to use those supplies.
5. **HAND HELD SIGNS:** You may carry a sign that is no larger than 24" x 24" wide.
6. **Expectations of Behavior:** Candidates shall not put down any other candidate. Candidates shall not use obscene, racial, discriminatory, or any other controversial items/ wording in any aspect of their campaign.
7. **Campaign Handout and Materials:** Candidates may only use their wall poster, approved handouts, the Oracle Election Special and hand-held signs to promote themselves on campus. Mrs. Hall is the judge of what can and cannot be used. A list of pre-approved handouts will be provided at the Candidate Information Meeting – if you wish to use an item that is not on the list you need to clear it with Mrs. Hall by the Friday before Elections Week. Use of handouts that are not on the list or other unapproved promotional formats will result in immediate disqualification.
  - You may “decorate” yourself as part of your campaign, which may include wearing decorated clothing or things that designate YOU as the candidate for your office. You may decorate yourself beginning **WEDNESDAY, AUGUST 22nd**.
  - Candidates may not use any type of amplified sound system as part of their personal campaign.
8. **Running Mates:** Candidates are not allowed to have running mates.
9. **Campaign Spending: Campaign Spending:** Candidates may spend no more than \$35.00 on campaigning supplies and handouts (including signs, posters, self-decorating, and shirts/decorations for supporters).

Any overspending will result in disqualification. Candidates are expected to complete and submit a Financial Disclosure Form and attach all receipts of money spent. The cost of some items used for campaign that were already owned must also be factored in to the candidate's \$35.00 total spending. See Financial Disclosure Form for details.

- The following are prohibited and will result in disqualification from the election:
  - i. **Food or candy handouts of any kind**
  - ii. **Confetti or Flyers**
  - iii. **Toys that bounce, pop, or otherwise may cause a disruption in classrooms.**
  - iv. **Anything with adhesive (with the exception of Post-It notes)**

10. **Voting:** Elections will take place on <https://www.tallyspace.com/vote/GunnASB> on Wednesday March 21st through Friday March 23rd. All qualified voters will have time during science classes to vote in addition to online voting, which will be open 24 hours.
11. **Run-Off Elections:** If there are four or more student candidates in an election for a single position, there will be a runoff election between the two highest vote-getters to determine the winner of the election, **unless** one candidate gathers a majority (50% +) of the vote in the initial election, or the candidate with the most votes in the initial election exceeds the next highest vote-getter by over 10 percentage points of the total vote
12. **Announcement of Results:** On Friday the campus must be clean of all election materials before election results are announced. Provided that the campus is cleaned to the approval of SEC and Mrs. Hall, results will be posted at the SAO, online on Schoology, the Student Activities Election Website (<https://sites.google.com/site/gunnstudentactivities/ASB-SEC/elections>), Schoology and SEC Social Media.