

ASB IDC Representative

2018-2019 SCHOOL YEAR

APPLICATION FORM

Thank you for choosing to apply and to interview for the ASB IDC Representative position for HHS Associated Student Body. The interview process and responsibilities are explained on the attached sheets. This application is due on **May 3 during lunch only by 12:30 PM** to Ms. Frausto in the ASB office.

NAME _____ GRADE _____

STUDENT ID # _____ PHONE NUMBER _____

EMAIL ADDRESS _____

POSITION RUNNING FOR: ASB IDC Representative

QUALIFICATIONS

In order to be a candidate and an officer you must meet the following set of qualifications:

- Submit **COMPLETED** application by May 3rd.
- Maintain a 3.0 cumulative **AND** semester GPA and a 2.5 GPA on each progress report.
- Maintain satisfactory citizenship (as determined by HHS admin)
- ASB officers must be enrolled in the Leadership class for the 2018-2019 school year.
- **THIS IS REQUIRED:** We request that each candidate submit a short list of qualifications and goals. This may be presented in bullet form. You should include the following (please attach a separate sheet):

~Leadership experience and qualifications

~Goals for the upcoming school year

~Anything else you would like the interview panel to know about you

PLEASE **STAPLE** THIS ONTO THE APPLICATION.

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THE INTERVIEW PROCESS

- **May 3:** Submit your completed application to Ms. Frausto's office at **lunch only** by 12:30 PM. You will also be signing up for an interview time slot, which will take place the following week. Teacher recommendation is also due to Ms. Frausto's office by end of lunch.
- **May 7-11:** Interviews will be conducted during lunch.
- **May 14:** Decisions will be emailed out to all applicants.

ASB Responsibilities

Intra-District Council Representatives:

- Attend all IDC meetings and events (IDC meetings occur 5:00-7:00PM approximately every other Monday throughout the entire school year)
- Report all IDC information/news to the HHS Student, Executive, and Legislative Councils
- Publicize and organize all IDC events
- Coordinate all IDC exchanges (applications, emergency forms, release lists, etc.), including communication with school administration and staff:
 - 3 weeks before IDC exchange- make applications available for 1 week (online is best)
 - 2 weeks before IDC exchange- applications are due (process applications, have names checked with administration for good standing)
 - 1 week before IDC exchange- shadows are informed they have been selected, host school is given names
 - 3-5 days before IDC exchange- meeting is held or logistics email is sent
- Coordinate/Facilitate the HHS IDC exchange, including communication with school administration and staff
- Coordinate the Canned Food Drive (2-week long event in November)
- Coordinate CFD rewards parties
- Other duties as assigned

ALL ASB OFFICERS:

- Attend HOP Day
- Attend Round Up events
- Create/Deliver presentation at freshmen class meeting
- Attend all Student, Executive, Legislative Council meetings
- Help plan, set up, facilitate, and attend all rallies, lunchtime events, School-wide Dances
- Attend a minimum of one IDC exchange per year
- Attend all Leadership conferences
- Attend/Support/Facilitate all election events (including meetings)
- Attend Baccalaureate, Graduation (sit in front/lead processional, All Night Party (seniors only))
- Support all other ASB events

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PERSONAL RESPONSIBILITIES

Please initial each of the following statements acknowledging that you have read and understand its content.

I understand that in order to be an Associated Student Body Officer of Homestead High School for the 2018-2019 school year:

1. ___ I am required to be enrolled at Homestead High School for the entire school year.
2. ___ I must have a 3.0 minimum cumulative **AND** semester GPA; I must maintain a 2.5 each progress report of my term, or I may be removed from office and the leadership class, resulting in an F on my school transcript.
3. ___ I must exhibit high citizenship standards in all my classes, at all school-sponsored activities, and in the community (as determined by the HHS administrative staff).
4. ___ I will always do my best to be an excellent representative of Homestead High School and the Homestead Leadership class. This includes no illegal use or possession of drugs or alcohol before, during, or related to a Homestead High School or leadership sponsored event.
5. ___ I will follow all school rules, as outlined by the HHS student/parent handbook, before/during/after school hours and at all school events.
6. ___ I will enroll in and attend the Leadership class.
7. ___ I will attend all retreats and meetings
8. ___ I will abide by and uphold the Homestead High School ASB Constitution.
9. ___ I will participate in a positive and productive manner in all ASB/Leadership sponsored events (dances, rallies, club & grub, back to school night, round up, lunch time activities, elections, etc.).
10. ___ I will work with the school staff and administration to ensure all students enjoy safe, positive, and successful school events.
11. ___ By signing this contract, I acknowledge that if I do not uphold any of these requirements/expectations, I will be removed from office, removed from the Leadership class, and a new officer will be elected or appointed.

_____	_____	_____	_____
Student Name (printed)		Parent Name (printed)	
_____	_____	_____	_____
Student Signature	Date	Parent Signature	Date

Failure to completing this contract on time will result in disqualification!

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TEACHER EVALUATION FORM

APPLICANT: After you fill out the information below, give this form to a teacher who knows you and has taught you during high school. Teachers would appreciate receiving this as soon as possible. If we do not receive your teacher evaluations by **Thursday, May 3rd**, you will be unable to run for an ASB officer position.

CANDIDATE'S NAME _____

POSITION RUNNING FOR: ASB IDC Representative

TEACHER'S NAME _____ SUBJECT _____

TEACHER: We are aware of the time constraints you have and appreciate you taking time out of your busy schedule on behalf of the student named above. The Associated Student Body would like to have qualified students who will work hard to benefit the school. Candidates are required to have one teacher submit a form like this one. Please fill out this form truthfully, check the box at the bottom, sign, and return to Ms. Frausto's box by 12:35 PM, **Thursday, May 3rd**.

Category	Poor	Average	Good	Top 10%	Top 5%
Initiative/motivation					
Intellectual curiosity					
Oral communication					
Written communication					
Creativity					
Energy					
Self-confidence					
Leadership/influence					
Responsibility					
Integrity					
Concern for others					
Respect for differences					
Warmth of personality					
Sense of humor					
Emotional maturity					
Reaction to setbacks					
Respect accorded by faculty					
Respect accorded by peers					

I would recommend the above candidate for ASB office.

I would **not** recommend the above candidate for ASB office.

SIGNATURE

DATE