

Marina High School

Marina High School Associated Student Body

Dear Class/Executive Officer Applicant:

Thank you for your interest in running for Associated Student Body Executive Office and Class Officer. Being an ASB officer is an important job that requires a lot of time, effort, dedication, and responsibility. It is also very rewarding, gives you great memories and opportunities to have fun, and gets you involved in the school and the decisions that affect every student. ASB officers are in charge of the school activities and ASB funds.

Please read this packet carefully

Failure to comply with the rules and regulations will result in disqualification.

If you have any questions, please see Mr. Fairman, in the Activities Office, Room 301. Be sure you know the deadlines and meet them all. Thanks for supporting your student body and good luck!

Sincerely,

Kevin Fairman
Assistant Principal

ASB ELECTION TIMELINE

Monday, March 12

- Applications available

Wednesday, March 21

- Applications due to Activities Office by 4 p.m.
No Late Applications will be accepted!!

Thursday, March 22

- **Mandatory** Candidate meeting in ASB room (301) at lunch
- Commissioner Applications Available

Monday, March 26

- Campaigning starts; Posters, flyers, etc. up after 6 AM

Wednesday & Thursday, March 28 & 29

- Election voting and results posted on website Thursday evening

Thursday, March 29

- All posters down by 3 p.m.



ASB ELECTION CHECKLIST

- Application and Recommendations/Sign (Page 2)
- Campaign Rules and Guidelines/Sign (Page 3)
- Campaign Plan (Page 4)
- ASB Code of Conduct/Sign (Page 5)



***Please Turn in Pages 2-5 ONLY to the Activities Office, Room 301*
Keep page 1 to reference all important dates!**

**ASB ELECTIONS
APPLICATION AND RECOMMENDATIONS**

Name _____ I.D. # _____

Cell Phone # _____ Running for: (Check One Level and One Office)
 Soph Junior Senior Executive

Email _____
 President Vice-President
 Secretary Treasurer

Qualifications to run for office: * **2.0** G.P.A. or above on 1st semester report card (year 2017-2018)
 * **2.0** G.P.A. or above overall (all previous semesters)
 * No F's in any semester grading period
 * **A copy of 1st semester report card (2017-2018) must be attached**



I. STAFF RECOMMENDATIONS (PRINT AND SIGN)

I feel the above named student is an excellent candidate to represent Marina High School:

1. _____ / _____
2. _____ / _____
3. _____ / _____

II. ASSISTANT PRINCIPAL RECOMMENDATION

I recommend the aforementioned candidate as an outstanding representative of Marina High School:

 (Assistant Principal Signature)

III. Time Commitment Requirements (Student please initial each event):



<u>INITIAL</u>	<u>EVENT</u>	<u>PLACE</u>	<u>DATE(S)</u>	<u>TIME</u>	<u>APPROX. COST</u>
_____	ASB Training Days	MHS	TBD	9 a.m. - 12 p.m.	n/a
_____	ASB Summer Planning	MHS	TBD	9 a.m. - 12 p.m.	n/a
_____	ASB Summer Camp	UC Santa Barbara	August 7-10	6 a.m. - 11 p.m.	\$300
_____	Viking Voyage	MHS	August 21	7 a.m. - 12:30 p.m.	n/a
_____	Purchase ASB attire	One Evening during Viking Voyage Sweatshirt, T-shirt, polo shirt, etc. - to be determined at a later date			

Student Signature: _____

Parent Signature: _____

ELECTION CAMPAIGN RULES AND GUIDELINES

1. Candidates must have a 2.0 minimum GPA for the last semester. Must have a 2.0 GPA overall (All previous semesters). Must have no F's in any semester grading period. This GPA and no F policy must be maintained during the time you are an officer.
2. No **School Honor Code** violations during the 2017-2018 school year.
3. **Candidates must meet all deadlines and attend all meetings as described in the time line.**
4. Candidates must campaign as a **single candidate**; NO party tickets are allowed.
5. Candidates may have posters and other campaign material including pins, pennants, flyers, shirt designs, and buttons. However, **NO** adhesive stickers may be used that are not already affixed to another item. Provide your own materials. **No ASB materials can be used.** This includes tape. Posters should be in good taste and promote the candidate who is running. Negative or slanderous comments about other candidates will not be tolerated. The Assistant Principal of Activities must approve posters in advance.
6. Small 8 ½ by 11 flyers may be placed in classrooms with teacher's permission. However, please remember that it is your responsibility to take them down by the end of elections.
7. The Candidates are each allowed no more than three 3' x 6' poster. Blue Painters tape only!
8. Flyers may be posted in a classroom with teacher permission or in the bowl area **ONLY**. Poster can **ONLY** be put in the bowl area. No posters or flyers are allowed on the outside of school, behind school, in front of the gym, etc.
9. **No** tape of any kind can be used to spell out names, initials, etc. Blue tape can only be used to hang up flyers or posters.
10. The limit on campaign expenditures is \$100.00, including donations. **Do not exceed this limit. You must submit a budget to the Assistant Principal of Activities prior to the campaign week (See page 4).**
11. Results of the election will not be announced until the campus is free from **ALL** posters & campaign materials before 3pm.
12. Candidates must submit a campaign plan to the Assistant Principal of Activities prior to the campaign (see page 4). **Candidates must describe their marketing strategy.**
13. Social Media campaigning like Twitter, Snapchat, Instagram, YouTube, Facebook, etc, can only be used **starting March 26 @ 6am**. Texting is okay as well. Negative or slanderous comments about other candidates will not be tolerated.
14. No distribution of products (i.e. candy) unless specified in the marketing strategy.
15. Please **DO NOT** deface, cover, take down, etc. other candidates flyers or posters. This includes your friends or family.
16. **Any violation of the above rules and regulations will result in immediate disqualification.**

UNDERSTANDING OF THE CAMPAIGN GUIDELINES

By signing below you are declaring the following:

"I understand the above stated guidelines as they pertain to the campaign week at Marina High School. I will follow the rules. I understand that breaking any of the rules is cause for disqualification."

Candidate Signature: _____

Parent Signature: _____

ASB CODE OF CONDUCT

I, the undersigned, solemnly swear that I will abide by the following Code of Conduct set forth by the Marina High School ASB Cabinet and Student Government and the Marina High School Honor Code. The following standards of eligibility, conduct, and responsibilities shall apply to all members during their term of office. The term of office shall run from the date sworn into office until the last day of the given school year.

I. Academic Achievement

- A. I will maintain a 2.0 grade point average (GPA) computed on a 4.0 scale.
- B. If I receive less than a 2.0 GPA for one semester, I understand that I will be administratively dismissed from my office.
- C. I understand I may be asked to submit a record of my scholastic achievement to the Assistant Principal of Activities at the end of each grading period.

II. Behavioral Standards

- A. I will uphold the constitution and my oath of office.
- B. I will cooperate with and support the ASB President and Assistant Principal of Activities.
- C. I will abide by the school dress regulations at all times.
- D. I will neither carry nor use chemical substances or stimulants, drugs, alcohol, cigarettes, etc., at any time on or off campus.
- E. I will NEVER respond online to any negative messages regarding ASB or Marina High School. If Social Media is used for anything regarding Marina High School it will be used to promote school events and present positive information about Marina.
- F. As a member of the ASB, I realize that my conduct must be beyond reproach at all times, on and off campus.
- G. I will display good sportsmanship at all times and serve as an ambassador for Marina High School at other schools.
- H. I will maintain a satisfactory citizenship record.
- I. I understand that if I am suspended from Marina High School, I may be suspended from ASB temporarily or permanently.
- J. I will attend ALL ASB sponsored events (i.e. Aloha Dance, Rallies, etc.)
- K. Failure to comply with any of these rules may result in immediate removal from office.

III. Responsibilities of Office

- A. I understand that I must be enrolled in Student Leadership Class and attendance is mandatory.
- B. I understand that it is my responsibility to work on projects assigned to me.
- C. I understand that I will be assigned work tasks at all ASB functions and that it is my responsibility to work at ASB and various school events.
- D. I understand that I will be assigned and expected to execute tasks by the Assistant Principal of Activities and/or the ASB President.

Violations of any of the stated rules may result in removal from office. Removal from office is determined by the Marina High School Administrative Team.

Candidate Name (Print)

Candidate Signature

Parent Name (Print)

Parent Signature