

Student Council Job Descriptions

Middle School/ High School President: The President for each respective student council will prepare the agenda for each student council meeting, will run or find another Student Council member to run all student council meetings, will be in charge of planning the calendar of Student Council events for the school year, and will be the liaison between Student Council and School Faculty (mainly the Student Council Sponsor). He/she must attend all student council meetings.

MS/HS Vice President: The Vice President for each respective student council will assist the President in all of his/her duties. If, for whatever reason, the President is removed from office (temporary or permanent); the Vice President will become the acting President. The Vice President will also be in charge of running elections for student council the following year (unless this task cannot be completed). The Vice President is the liaison between the MS/HS Vice President so that both councils know what the other is doing and can assist the other in whatever means necessary. He/she must attend all student council meetings.

MS/HS Secretary: The Secretary is in charge of taking all notes for every single student council meeting. He/she is also in charge of making sure that all members of student council receive a copy of each meeting's notes and the agenda (if available from the President) for the following meeting. He/she will be in charge of writing all proposals for student council activities to be reviewed by the Student Life Coordinator and the Secondary Principal. He/she must attend all student council meetings.

MS/HS Treasurer: The Treasurer is in charge of all student council funds. He/she is also in charge of creating student council fundraising. He/she must also budget for the various student council activities throughout the year. He/she must keep an accurate record of money used and give a report each semester to the Student Life Coordinator about the council's funding. He/she must attend all student council meetings.

Class Representatives: The Class Representative serves as the main communication of the students' wants and needs to the student council. Each will work cooperatively with the other council officers to meet the needs and wants of the class that they represent. It is the Class Representative's responsibility to bring their classes' desires to the attention of the council. He/she must attend all student council meetings.

Student Council Structure

Middle School Student Council Members:

- President
- Vice President
- Secretary
- Treasurer
- 6th Grade Representative
- 7th Grade Representative
- 8th Grade Representative

High School Student Council Members:

- President
- Vice President
- Secretary
- Treasurer
- 9th Grade Representative
- 10th Grade Representative
- 11th Grade Representative
- 12th Grade Representative

Middle School Student Council will meet either on Monday or Thursday from 10:47-11:10 in Room 1

High School Student Council will meet either Monday or Thursday from 11:37-12:00 in the Multipurpose Room

- A. All Officers must meet the same grade requirement as the After School Activities Policy. “Students will maintain a minimum “C” average in each of their subjects.
- i. Students who do not maintain this standard will need to fill out a grade improvement plan and work with their coach/instructor and their teacher(s) to improve their grade in the time allotted.
 - ii. If a student does not maintain this standard, the coach, instructor or teacher can restrict or eliminate the student’s participation in the after school activity (including tournaments and/or events).
 - iii. ESOL Level 1 students must show satisfactory progress in language acquisition in all subjects according to the school’s indicators.
 - iv. If a student does not maintain these standards, the coach, instructor or teacher can (with parental support) require after school subject specific assistance in place of the activity.”

Election Timeline

- Turn in Student Council Application by Friday September 11th.
- Campaign for office during the week of September 14th through 18th. (Let everyone know you're running for office by putting up posters, talking to classmates, letting them know what you would do in your role on student council).
- Prepare a 2-3 minute speech to give during Assembly on Monday September 21st.
- Voting will take place Tuesday September 22nd.

Campaign Guidelines:

All campaigns must only contain information of the candidate running. Each candidate can talk about themselves and make posters about themselves, but they may NOT talk, post, and/or communicate anything about their opposing candidates. If a candidate does include information about an opposing candidate in their campaign, they will be immediately removed from the ballot. There is no tolerance for a "mud-slinging" campaign at WYIS.