

DCHS Class Officer Application

Before you run for a CLASS OFFICE, please read below... **ALL INFO NEEDS TO BE EMAILED ONLY TO dchsclassofficer@dycrcs.net**

DOWNLOAD CLASS OFFICER PACKET at dchs.dycrcs.net

The Class Councils are formed to implement projects, raise money, and promote spirit for their specific class. The Student Government Association (SGA) works for the benefit of the school as a whole. Officers of this organization should openly communicate to work together for the betterment of the whole school.

Class Officers should be people who are willing to work toward these goals and be able to lead others to do so. The year will be what the officers and representatives make of it. Good luck!

ALL OFFICERS must be committed to their Class Council. Each officer must...

- Be academically eligible (maintain an overall avg. 85 and should not have any incidence(s) of misconduct during the preceding semester. (Refer to handbook)
- Be willing to make all Class Council endeavors high priorities in their busy schedules
- Attend meetings after school and at lunch
- Give and receive constructive input to peers, advisors, and SGA
- Complete to the best of your ability the duties and responsibilities assigned by DCHS, advisor, and/or school administrators

SPECIFIC OFFICER Expectations:

- **President:** Be committed and dedicated to ALL aspects of their class. Write agendas, conduct meetings, Speak at graduation, delegate responsibilities = run the show! The Class Council's success is *your* success!
- **Vice President:** Second in command. Assists president in all endeavors. Serves as president in his/her absence.
- **Treasurer:** Keeps track of expenditures and income on a spreadsheet. Lead person in fundraising.
- **Secretary:** Keeps minutes of formal and informal meetings. Types proposals or letters relevant to Class Council. Lead correspondent with student body (writing announcements, creating flyers, etc.)
- **Historian(s):** Keeps track of major class events
 1. Collects pictures, keeps a sample flyer, and writes down stories that happened during class events. Maintains a "scrapbook" for the class.
 2. Collects digital photos and creates a presentation each year that will be used at events/banquets. Each year's collection will be put together to make a CD that will be available to seniors during their graduation year.

CLASS OFFICER APPLICATION

Class of _____

Please read the following very carefully. Answer each part of the application. **Any incomplete applications will be discarded, thereby disqualifying you from running.**

Part 1: Form

Name: _____ Period 1 Teacher: _____

Which office do you prefer?

President Vice President Treasurer Secretary Historian

E-mail address: _____

phone #: _____

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- Be willing to make all Class Officer endeavors high priorities in their busy schedules
- Attend meetings after school and at lunch
- Give and receive constructive input to peers, advisors, and SGA
- Complete to the best of your ability the duties and responsibilities assigned by the Class Constitution, DCHS Policies and Procedures, advisor, and/or school administrators

Sign below to indicate your commitment to the above expectations.

Candidate Signature

Date

Please discuss the expectations above with your parent/guardian(s). Please have them sign below indicating that they support your effort to run for office and understand the commitment that is required. You also give permission for your student's picture and election profile to be posted to the Dyer County Schools website.

Parent/Guardian Signature

Date

Application due September 2, 2016 by 2:30pm to dchsclassofficer@dycrcs.net

**CLASS OFFICER NOMINEE
TEACHER RECOMMENDATION #1**

Candidate: Please complete the lines with the name of your teacher, your name, class year, class advisor (in this order).

Dear _____,

_____ is applying to be a Class Officer for the Class of _____ for the 2016-2017 school year. Each candidate must submit three teacher recommendations in order to complete their application. Holding a Class Office is a demanding, time-consuming, year-long commitment and your feedback is valuable. Please rate the students on the following criteria. We encourage and urge you to write additional comments as necessary.

Please place this in Ms. Sander's mailbox or email by September 2, 2016.

If you would rather reply be e-mail, please feel free to do so.

	Excellent	Good	Fair	Poor	No Basis for Judgment
Academics					
Attendance					
Attitude					
Responsibility					
People Relations					
Maturity					
Positive Leadership					

Please comment:

Teacher Name: _____ Date: _____

Teacher Signature: _____

Return by September 2, 2016 or send an e-mail message that states your support or lack thereof to dchsclassofficer@dycrcs.net (Responder must submit)

CLASS OFFICER NOMINEE
TEACHER RECOMMENDATION #2

Candidate: Please complete the lines with the name of your teacher, your name, class year, class advisor (in this order).

Dear _____,

_____ is applying to be a Class Officer for the Class of _____ for the 2016-2017 school year. Each candidate must submit three teacher recommendations in order to complete their application. Holding a Class Office is a demanding, time-consuming, year-long commitment and your feedback is valuable. Please rate the students on the following criteria. We encourage and urge you to write additional comments as necessary.

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	Excellent	Good	Fair	Poor	No Basis for Judgment
Academics					
Attendance					
Attitude					
Responsibility					
People Relations					
Maturity					
Positive Leadership					

Please comment:

Teacher Name: _____ Date: _____

Teacher Signature: _____

Return by September 2, 2016 or send an e-mail message that states your support or lack thereof to dchsclassofficer@dycrcs.net. (Responder must submit)

**CLASS COUNCIL OFFICER NOMINEE
TEACHER RECOMMENDATION #3**

Candidate: Please complete the lines with the name of your teacher, your name, class year, class advisor (in this order).

Dear _____,

_____ is applying to be a Class Officer for the Class of _____ for the 2016-2017 school year. Each candidate must submit three teacher recommendations in order to complete their application. Holding a Class Office is a demanding, time-consuming, year-long commitment and your feedback is valuable. Please rate the students on the following criteria. We encourage and urge you to write additional comments as necessary.

Please place this in Ms. Sander’s mailbox or email by September 2, 2016.

If you would rather reply be e-mail, please feel free to do so.

	Excellent	Good	Fair	Poor	No Basis for Judgment
Academics					
Attendance					
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Maturity					
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Please comment:

Teacher Name: _____ Date: _____

Teacher Signature: _____

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APPLICATION QUESTIONS

1. Why do you want to be a class officer? In your response, please explain why you are running for the particular office position that you have chosen.

2. Please describe TWO of your specific ideas for class activities and fundraisers. How you would go about achieving these goals?

3. Please describe your other extracurricular activities (e.g., sports, clubs, jobs) and the time you devote to each on a weekly basis. How will you be able to balance these activities and your academic course load with class office?

Class Officer Speech

(Please type for submission and review by staff)