

# **2020-2021 ASB Leadership Executive Council Application**



The 2020-21 Hudson's Bay High School's ASB Executive Council will consist of the following positions:

- 1) Executive President
- 2) Vice President
- 3) Secretary
- 4) Treasurer

It is the duty of the ASB Leadership Executive Council to oversee the day-to-day operations of the ASB Leadership Program. They set forth the example of what it means to be a leader at Hudson's Bay High School, and ensure that the student body has a voice, and recognition within the Bay Community.

## **Eligibility Requirements:**

Being a part of ASB Leadership Executive Council requires the following:

1. Must be a member of the Associated Student Body
2. Maintaining a minimum GPA of 3.0 while serving in office
3. Be an Upper Classmen (Junior or Senior) while holding office
4. A minimum of ONE year experience in ASB Leadership class
5. Current Enrollment for ASB Leadership class (for year in which you are applying)
6. An active member in sports, drama, band/choir, clubs, or activities at Hudson's Bay
7. Ability to attend and participate in all meetings, events, and activities sponsored by ASB during summer, and 20-21 school year

**Position Requirements:**

1. **ASB Executive President:**
  - a. Preside, and participate in *all* ASB sponsored meetings, events, and activities (including assemblies)
  - b. Represent Hudson's Bay High School in ASB activities with other schools and the community
  - c. Prepare and lead all official ASB meetings of the ASB Leadership Class, & Executive Council
  - d. Oversee and assist all ASB Committees with their events and activities
2. **Vice President:**
  - a. Assume the duties and responsibilities of the ASB President in their absence.
  - b. Participate in *all* ASB sponsored meetings, events, and activities(including assemblies)
  - c. Organize the spring ASB Executive Council elections
  - d. Assist President in representing Hudson's Bay High School in ASB activities with other schools and community
  - e. Oversee and assist the Events Planning & School Publicity Committees
3. **Secretary:**
  - a. Attend & Record the business of *all* ASB class, and Executive Council meetings, and maintain the minutes in a current and permanent file
  - b. Type and distribute copies of meeting minutes to Executive Council, and ASB Governing Body members when requested
  - c. Maintain official attendance records of meeting participants
  - d. Oversee and assist the Community Outreach Committee
4. **Treasurer:**
  - a. Sign all ASB purchase orders, requisitions, prior approval forms, and any other required documents
  - b. Record and maintain minutes related specifically to ASB funds
  - c. Assist in the collection and accounting for all ASB monies
  - d. Oversee and assist the Auxiliary Committee
5. **Class Representatives:**
  - a. Participate in *all* ASB sponsored meetings, events, and activities(including assemblies)
  - b. Represent Hudson's Bay at all official meetings of the School Board
  - c. Present all petitions to the School Board from the Executive Council after they have been presented to the Superintendent of VPS by administration for Athletics & Activities.

**Candidate Name:** \_\_\_\_\_

**Grade:** \_\_\_\_\_

**Position Applying For:** \_\_\_\_\_

**Current GPA 3.0 or Higher** \_\_\_\_\_ **Verified by Kameron in the Front Office**

**Petition: Teacher/Staff who support your pursuit of an Executive Leadership position MUST print & sign below (5 Minimum- MUST inform teacher/staff of position you are running for, and explain why you believe you are a strong candidate): \*Signatures are virtual and can be typed in; Advisor and admin will vet this endorsement.**

1. Print: \_\_\_\_\_

Sign: \_\_\_\_\_

2. Print: \_\_\_\_\_

Sign: \_\_\_\_\_

3. Print: \_\_\_\_\_

Sign: \_\_\_\_\_

4. Print: \_\_\_\_\_

Sign: \_\_\_\_\_

5. Print: \_\_\_\_\_

Sign: \_\_\_\_\_

**Please respond to the following questions. Please type and print your responses.**

1. What specific skills or qualities do you have that make you an excellent candidate for the Executive position you have chosen, why leadership? How will this positively impact students here at Bay?
2. Describe your previous experience in a leadership role that make you a strong candidate for the Executive position you have chosen.
3. List the sports, clubs and/or activities you are currently involved in, or plan to be involved in while a member of the ASB Leadership Executive Council:
4. Identify TWO events, activities, or traditions at Hudson's Bay that you would **want to continue** and TWO events you **would like to start** if you are elected for office, and explain why.
5. Being an elected Executive Council member requires you to attend all ASB sponsored events, activities and multiple meetings throughout the year. Are you able to meet this requirement and commit to representing your student body?

Thank you for your interest in the 2020-21 ASB Executive Council. We will be conducting interviews the week 4/27, and campaigns will start that week digitally. Elections will begin 5/4-5/8 digitally. Be prepared for a phone/zoom interview consisting of the following: *ASB Advisor, Administrator, Two Faculty and Staff Members, and the current ASB Executive President.*

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_