

Fountain Valley High School

ASB Application

2017 – 2018



FVHS ASB focuses on unifying our school through activities that promote Baron Pride. We work to create and maintain an environment that is accepting of students from all backgrounds. Serving as a link between students and staff, we aim to represent the student body and lend a voice to anyone with concerns.

Fountain Valley High School



Fountain Valley High School Associated Student Body

Dear ASB Officer Applicants,

Thank you for your interest in FVHS Associated Student Body! Being on ASB is an important job that requires a lot of time, effort, dedication and responsibility. It also is very rewarding, gives you great memories, 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 for the entire year.

Please read this packet carefully. Failure to comply with the rules and regulations will result in disqualification. Be very careful that you meet the GPA qualifications. If you have any questions, please see Mr. Lamar in the Activities Office. Be sure you know the deadlines and meet all of them. Thank you for being a proactive Baron and good luck!

Sincerely,

Josh Lamar
Assistant Principal

Sammi Zimmerle
ASB Parliamentarian

ASB Selection Timeline (Executive)

- Wed, March 29** - Applications available online at www.baronactivities.com
- Wed, April 5** - Applications due to Activities by 3:30 pm (No late packets will be accepted!!)
- Thur, April 6** - Interview List posted, 3:00 pm.
- Fri, April 7** - Teacher Recommendations Due (turned in by teacher).
- Mon-Wed, April 10, 11 & 12** - Executive interviews by appointment.
- Thur, April 13** - Executive candidates posted, 3:00 pm.
- Fri, April 14** - Mandatory meeting for Executive Candidates at lunch (304A).
- Mon, April 24** - Speeches and flyers due to Activities Office by 3:30 pm.
- Tue, April 25** - Activities issues, revisions – “OK/APPROVAL”.
- Wed, April 26** - Speeches recorded (Time/Location TBA).
- Thur, April 27** - Campaigning begins on Thursday morning at 6:30 am and concludes on Fri, April 28th at 3:00 pm
- Thur, April 27** – Executive Council speeches-venue TBD.
- Thur-Fri, April 27 & 28** - Voting (online.) Polls open at 6:30 am on Thur and close at 11 pm on Fri.
- Mon, May 1** - Clean-up posters. Final five posted once campus posters are down.
- Tues, May 2** - Outgoing Executive meets with Mr. Lamar at 3:00 pm in Activities Office.
- Wed, May 3** - Incoming Executive meets with Outgoing Executive individually. Roles posted.

ASB Selection Timeline (Administrative)

(Subject to change)

- Wed, March 29** - Applications available online at www.baronactivities.com
- Mon, May 1** - Applications due to Activities Office by 3:30 pm (No late packets will be accepted!!)
- Fri, May 5** - Interview list posted, 3:00 pm.
- Fri, May 12** - Teacher Recommendations Due (turned in by teacher).
- Mon - Fri, May 15 – 19** - Administrative interviews by appointment.
- Tuesday, May 23** - Applicant will be notified of results.
- Thur, June 1** - ASB Banquet

MAKE SURE TO MEET ALL DEADLINES

Checklist

- ___ Read entire packet!
- ___ Decide if you’d like to interview for Executive and/or Administrative Council.
- ___ Complete the application on p. 4-9 and get signatures.
- ___ Read p. 6-8 and get all signatures.
- ___ Turn in p. 4-9 by the deadline in the Activities Office.
- ___ Select two teachers to request a recommendation from and provide them with the recommendation form.
- ___ Attend all mandatory meetings and interviews! (See important dates!)

Congratulations on your decision to represent Fountain Valley High School in an engaging position that will greatly contribute to others as well as yourself!
Below is the necessary information to apply for Executive and/or Administrative Council.
Good Luck!

Qualifications

1. All officers must be enrolled in the Leadership class for the entire school year, perform all duties of their office, assist other officers with their duties and perform other duties as assigned.
2. All officers must attend weekly summer meetings and ASB Camp in August the summer before they take office.
3. The candidate must have a 2.5 grade point average with no D's or F's or incompletes, and satisfactory citizenship in every class at each grading period. If selected for office, the candidate must maintain a 2.5 grade point average with no D's or F's. Failure to meet this requirement will result in PROBATION for the following quarter and then removal from office if the GPA is not raised to at least 2.5 two weeks before that reporting period.
4. The candidate must have good citizenship, which will be determined by FVHS Administration.
5. The candidate must have two detailed confidential recommendation forms (to be submitted by the teacher).
6. The candidate may not hold two positions at the same time.

Important Dates to Remember:

June 1: ASB Banquet (for all outgoing and incoming ASB members)

June – August: Weekly Summer Meetings

August 9-11: OC Leadership Camp at UCSB



Fountain Valley High School Associated Student Body

Application for Executive & Administrative Council

Must be RECEIVED in Activities Office by:
EXECUTIVE APPLICATIONS - April 5, 2017, 3:30PM
ADMINISTRATIVE APPLICATIONS - May 1, 2017, 3:30PM

1) Name	2) Grade	3) ID#
3) Address	4) City	6) Zip
7) the best phone # to call you	8) E-mail	

THE FOLLOWING SIGNATURES ARE MANDATORY:

Accumulative GPA: _____ Registrar: _____
 Have you been suspended? _____ Supervision: _____
 How many truancies? _____ Attendance: _____

Teacher Recommendations (2 required):

(List names of teachers who will be submitting your recommendations)

1. _____
2. _____

Indicate Desired Position (*circle one*):

Executive Council
(due 4/5/17)

Administrative Council
(due 5/1/17)

In order to apply, you must have the following:

- | | |
|--|--|
| <ul style="list-style-type: none"> - Pride in your school - Strong leadership skills - 2.5 or higher cumulative GPA - 4th period open for ASB Leadership Class | <ul style="list-style-type: none"> - Time available for activities during school/non-school hours - Ability to represent the entire student body as a whole - Two recommendations by current teacher (see attached) |
|--|--|

NOTE: In the event that you do not make Executive Council, if you would like, your application can be submitted for an administrative position. **NO LATE APPLICATIONS WILL BE ACCEPTED UNDER ANY CIRCUMSTANCES.**

____ Check here if you would like your Exec app to be considered for Admin.

APPLICATION CONTINUED ON NEXT PAGE

APPLICATION (continued)

Extracurricular activities you have been involved with at FVHS:

Athletics, ASB, Clubs, Academic Competitions, Senate, performing arts, etc. Please be sure to list any offices held and years involved.

Community Service you have completed while in middle school or high school:

Please include any leadership positions you may have held and years involved.

I, _____, officially file this petition for the above-mentioned office for the 2017 – 2018 school year. I understand and agree to all of the Eligibility and Qualification guidelines. I have read and understand the ASB expectations. I also fully understand that I must obtain all necessary recommendations, meet all qualifications, and agree to fulfill my duties set forth by the ASB Constitution. If I fail to do so at any time, there would be just grounds for my permanent removal from this position.

Candidate's Signature _____ Date _____

Parent's Signature _____ Date _____

Dear Parent:

Your son/daughter is applying for a position on Fountain Valley High School's Associated Student Body/Student Government. If appointed, he/she will be working hard to plan and to put on numerous student body activities throughout the upcoming year, which will require **extensive** before and after school hours.

While it is an honor to be on ASB, your son/daughter will need to put in a **tremendous** amount of time. Due to the amount of time and costs associated with being a part of ASB, we require parental approval.

Upon signing this form, you are acknowledging that you have read this entire packet and that you understand the time commitment and costs that are necessary for your son/daughter to participate in the ASB program. You are also acknowledging that you have read the course expectations provided on pages 7-8.

Approximate Costs:

- | | | |
|---|---------------------------------|----------------------------------|
| 1. ASB Banquet | June 1, 2017 | Approximately \$40.00 per person |
| 2. ASB Uniform | Worn throughout the entire year | Approximately \$200 |
| 3. Leadership Camp | August 9,10,11, 2017 | Approximately \$350 |
| 4. ASB or SuperBaron (SB includes yearbook) | For entire year | \$65 or \$110 |

Applicant Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Parent Information

Name: _____ Phone: _____

Email: _____ Alternate Phone: _____

Are you willing to help? Ex. organizing food for the kids during Edison Week poster. _____

ASB Code of Conduct

I, the undersigned, solemnly swear to abide by the following Code of Conduct set forth by the Fountain Valley High School ASB Executive Council and Administration. The following standards of eligibility, behavior, and responsibilities shall apply to all members during their term of office.

A. Academic Achievement

1. I will maintain a 2.5 GPA with no D's or F's.
2. If I earn less than a 2.5 GPA or receive any D's or F's in any semester, I understand that I can be dismissed from office.
3. I understand that I can be removed from office if I receive a grade of C or lower in the Leadership Class.
4. I understand that I will be asked to submit a record of my progress at all grading periods.

B. Behavior Standards

1. I will uphold the ASB constitution and my oath of office.
2. I will cooperate with and support the ASB President and the AP of Activities.
3. I will abide by the school dress code at all times.
4. I will not carry nor use any chemical substances or stimulants, drugs, alcohol, cigarettes, etc. at any time on or off campus.
5. I understand that my conduct must be beyond reproach at all times, on and off campus, including social media.
6. I will display good sportsmanship at all times and serve as an ambassador for FVHS at other schools.
7. Failure to comply with any of the rules may result in immediate removal from office.

C. Responsibilities of Office

1. I understand that enrollment and attendance in leadership class is mandatory.
2. I understand that it is my responsibility to work on my tasks during the class period.
3. I understand that I must attend/work all ASB events including assemblies, dances, athletic events, etc.
4. I understand that the ASB President and the AP of Activities will assign tasks and that I will be expected to complete them.

Violation of any of the stated standards may result in a removal from office. Removal from office is determined by the AP of Activities and the Executive Council.

Applicant Signature: _____

Date: _____

Parent Signature: _____

Date: _____

Applicant, please read and initial the following statements.

1. All appointed commissioners must uphold the high standards of Fountain Valley High School ASB. Therefore, I understand that any student not maintaining high personal, academic, and behavior standards both on and off campus may forfeit his/her office.

Initial _____

2. I agree to attend all meetings and functions concerning ASB matters, which may be called any time before school, after school, at lunch, or on weekends. (This includes meetings in the summer!) Failure to do so will adversely affect my grade in the Leadership Class or could result in removal from office.

Initial _____

3. I agree to do my ASB work whenever necessary, whether before school, after school, at lunch, or on weekends.

Initial _____

4. I agree to maintain at least a 2.5 GPA with no D's or F's throughout my term in office.

Initial _____

5. I know that if I am appointed, I must enroll in and attend the fourth period leadership class. Failure to do so will result in a forfeiture of office.

Initial _____

6. I know that if I am appointed, I must attend the leadership camp at UCSB in August as well as weekly meetings during the summer months. Failure to do so can result in a forfeiture of office.

Initial _____

Applicant Signature: _____

Date: _____

Parent Signature: _____

Date: _____

ASB Application Essay

What unique qualities do you possess that make you a great candidate for ASB?

Tell us about a time where you collaborated with others to accomplish a goal.
Be specific.

What does Fountain Valley High School mean to you?

FVHS ASB

Confidential Teacher Recommendation #1

Teacher recommendations will be online this year! Please make sure to give your teachers plenty of time to fill out your recommendations so if they have problems, we have time to fix them before the due dates!!

Who is doing your recommendation?

Teacher 1: _____

Date that you gave recommendation to teacher: _____

Just a reminder:

- **Executive Council** are people running for President, Vice President, Treasurer, Secretary, or Parliamentarian
- **Administrative Council** is everyone else in ASB commissions

Keep this top half for yourself and give the bottom half to your teacher.

Before giving your teacher this half... *******FILL OUT THE INFORMATION BOX BELOW*******

FVHS ASB

Confidential Teacher Recommendation

This year we are trying something new! We are going to have you complete the recommendation on a Google Form instead of on paper. Our hope is that it is easier/more convenient for you to fill out.

CANDIDATES DO NOT HAVE ACCESS TO THESE FORMS, so please be as honest as possible

Steps to fill out FVHS ASB teacher recommendation

1. Go to <https://goo.gl/forms/yhSA4MIXi1n6czDk1>
2. To access the Google Form, you need to be **logged into your school email**.
3. Fill out all the sections of the Google Form
4. Submit Google Form by **April 7th** for Executive council, or **May 12th** for Administrative

↓↓↓↓ STUDENTS fill this out BEFORE you give it to your teacher ↓↓↓↓

Student Name: _____

Current Grade: 9 10 11 Student ID Number: _____

Running for: Executive Council or Administrative Council (Circle One)

Thank you for taking the time to do this recommendation. Your opinions and experiences really help us pick the best candidates for ASB!

If you have any problems or concerns please feel free to email Josh Lamar at JLamar@hbuhsd.edu

FVHS ASB

Confidential Teacher Recommendation #2

Teacher recommendations will be online this year! Please make sure to give your teachers plenty of time to fill out your recommendations so if they have problems, we have time to fix them before the due dates!!

Who is doing your recommendation?

Teacher 2: _____

Date that you gave recommendation to teacher: _____

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Keep this top half for yourself and give the bottom half to your teacher.

Before giving your teacher this half... *******FILL OUT THE INFORMATION BOX BELOW*******

FVHS ASB

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7. Fill out all the sections of the Google Form
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Thank you for taking the time to do this recommendation. Your opinions and experiences really help us pick the best candidates for ASB!

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ASB POSITIONS

Each ASB Member is put in a commission that specializes in specific things. Please look at all the commissions and pick 3 that interest you the most and have them ready for your interview!

<u>Executive Council</u>	<u>Administrative Council</u>
<p>President:</p> <ul style="list-style-type: none"> • Run daily meetings • Oversees all events and ensures they run smoothly • Met up weekly with each commission to help run events 	<p>Spirit:</p> <ul style="list-style-type: none"> • Birthdays • Cheers/Spirit items/Balloons • Socials • Create dress up days • Games of the Week • Spirit Packs
<p>Vice President:</p> <ul style="list-style-type: none"> • Facilitates all merchandise selections • Facilitates House of Reps meeting • Plans volunteer events • Plans Banquet • Takes over when the president is not present 	<p>Clubs:</p> <ul style="list-style-type: none"> • Club approvals • Club list and handbook • Club rush • ICC Meetings • Spring Fest
<p>Secretary:</p> <ul style="list-style-type: none"> • Takes notes during meetings and at House of Reps meetings • Keeps attendance • Updates meeting minutes • Updates "Approved ASB Expenditure Folder" • Acts as representative to the district office 	<p>Media:</p> <ul style="list-style-type: none"> • Document all events • Activities Website • Promotional videos/flyers • Update Facebook/social media pages for events • Set up speakers for LTAs and other ASB events
<p>Treasurer:</p> <ul style="list-style-type: none"> • Plans Fundraisers • Reads the bills as well as signs them • Works with bookkeeper (Val in the Financial Office) and oversees the ASB budget and finances • Creates Bills for ASB 	<p>Publicity:</p> <ul style="list-style-type: none"> • Edison Week/Poster count • Weekly publicity poster requests • Inventory (ink, paper, tape)
<p>Parliamentarian:</p> <ul style="list-style-type: none"> • In charge of maintaining and running Senate • Homecoming Court elections • ASB elections 	<p>Assemblies:</p> <ul style="list-style-type: none"> • Assemblies (Homecoming, Glow Show, Winter Sports, Baron Games) • Mr. Baron
	<p>Dances:</p> <ul style="list-style-type: none"> • Plan Aloha, Pack the Gym, Homecoming, Prom
	<p>Activities:</p> <ul style="list-style-type: none"> • Lunchtime Activities • Lunchtime tournaments • Homecoming 1/2 time show • Edison breakfast
	<p>Student Culture:</p> <ul style="list-style-type: none"> • Help recognize non-sport programs (band, cheer, Troubadours, etc.) • Thank you cards, for people who help ASB • Update the display case (senior of the month/ athlete of the month) • ASB Staff Member and Teacher of the month