



# Tualatin High School 2011 - 2012 ASB Information and Election Packet

THINGS TO TURN IN: (Pages 6-12)

- Officer Application
- School Photo
- Typed Essays
- Counselor GPA Verification
- Two Teacher Signatures of Support
- Signed Speech Guidelines
- Signed Election Guidelines
- Signed Tualatin High School ASB Officer Responsibilities Contract
- Signed Commitment Dates

You may also be asked to participate in a brief interview April 4-8.

The school wide elections and officer announcements are on Friday, April 22.

**Packet Due: April 1 to Miss Tharp**

March 8, 2011

Dear Prospective 2011-2012 ASB Candidate,

We are so glad that you are considering running for a position in the 2011-2012 ASB Leadership Council. I appreciate the fact that you want to get involved at Tualatin High School and want to serve and connect with your fellow students, staff and community.

Please complete pages 6-12 and your typed essay and return it with a current photo to me (or the box outside my office) or my mailbox in the Main Office no later than 3pm on April 1. Also, please email or print me a copy of your elections speech by April 20.

Having run for ASB before, I know that the application and campaign process can be a bit stressful at times. We have created an informational packet, pages 2-5, along with an elections packet, pages 6-12 to help you with the application and election process. The elections packet must be filled out entirely and you must meet all deadlines and candidate requirements in order to be allowed to campaign.

If you have ANY questions whatsoever or if you just need a pep talk, please talk to me in Room 106. Good luck and thanks for embracing this opportunity to make a difference at Tualatin High School!

Sincerely,

Vanessa Tharp  
Activities Director  
Tualatin High School  
[vtharp@ttsd.k12.or.us](mailto:vtharp@ttsd.k12.or.us)  
503-431-5617

## Election Timeline

Mar. 15, 7:20-7:45am	Informational meeting with Miss Tharp and current Senior ASB officers. Those interested in running receive an election packet. Location: Lecture Hall
Mar. 15-Mar. 31	Packets available outside Room 106.
April 1, 3pm	Application packets are due to Ms. Tharp (room 106) <b>BY 3:00 P.M.</b>
April 7	Two teacher emails on your behalf to Miss Tharp.
April 4-8	Interviews for students who have never been elected as an ASB Officer with Advisors and current ASB Seniors, before and after school. Location will be in the main office conference room, times to be scheduled before and after school.
April 15	Hanging Posters in Hall (8am-3pm). Must be supervised on a ladder.
April 18	Campaigning begins. No more than \$20 spent on materials, please save receipts. Poster board, butcher paper, paint and tape can be used from the ASB room. Please clean up your mess.
April 20	<b>TYPED</b> speeches are due to Miss Tharp <b>BEFORE 3:00 P.M.</b> for approval. Email is acceptable and preferred – <a href="mailto:vtharp@ttsd.k12.or.us">vtharp@ttsd.k12.or.us</a> No videos.
April 22	<b>ELECTION DAY!!!</b> <ul style="list-style-type: none"><li>● Speeches in designated areas</li><li>● Class of 2012 – Auditorium</li><li>● Class of 2013 – Main Gym</li><li>● Class of 2014 – Small Gym</li><li>● Seniors – 2011 – Commons for Senior Meeting</li></ul> <p>Announcement of elected candidates will happen in the lecture hall on April 22, during the end of 4<sup>th</sup> period, then read over the loud speaker at the end of the day.</p>

Please take your own materials down after speeches Friday or before 8am Monday, April 25. All campaign material should be down by the following Monday.

If you have any concerns about Campaigning, please contact Miss Tharp about any questions or concerns. **Please practice positive campaigning!** Failure to do so could result in election disqualification.

## **Commitments and Dates to Remember**

**March 15:** Informational Meeting & Applications Available – Lecture Hall, 7:20am

**March 15-March 31:** Applications Available outside Room 106

**April 1:** Applications Due, 3pm, Room 106 or Miss Tharp's Mailbox in Main Office

**April 4-8:** Interviews Mornings and Afternoons for students who have never been elected to ASB Office with Class Advisors, ASB Director, Current ASB Seniors. Times will be before and after school and they will be held in the Main Office conference room.

**April 18-22:** Campaigning – Follow Campaign Guidelines

**April 22:** Speeches – 3min. maximum speech, No videos, Current Freshmen in Small gym, Sophomores in Large Gym, Juniors in Auditorium, and Seniors in Commons for Senior Meeting

**April 22:** Election Day and Results, 2:30pm (or so) meeting to announce winning candidates in Lecture Hall

**April 27:** ASB Officer Induction and Parent Meeting, Tualatin High School Auditorium, 7pm. Please make sure your parent/guardian can attend. ASB Officers, please dress nice for induction.

**May 5:** 2011-2012 Calendar Planning Day, Tualatin High School Lecture Hall, Lunch Provided. Please bring a snack to share! 8am-2:50pm.  
Pre-arranged forms will be provided at a later date if elected.

**July 10-15 or July 17-22:** OASC Summer Camp, Western Oregon University, Registration and information online [www.oasc.org](http://www.oasc.org) and packets available at induction. Please plan to attend one week (or both!) of Leadership camp. Cost is \$365.

**Senior 10 Retreat:** Seniors Only, May 28-30 - Location and Cost TBA

**All ASB Overnight Retreat:** Mandatory Attendance, Dates are TBA - 2 days and 1 night - June 20-24 or June 27-29. Dates, location, and other costs will be known by Elections - April 22. If you have questions or concerns, contact Miss Tharp ASAP.

**ASB Homecoming Planning Day:** Wed. Aug. 3, 8am at Tualatin HS in the ASB Room. Finished by 4pm. Senior ran, supervised by Mr. Rott. Lunch will be provided. Please bring a snack to share. Please bring \$30 for ASB Attire. Seniors will be in contact over the summer.

**ASB "15 Hours Week"** – Aug. 22-26 and/or Aug. 29-Sept. 2 – Commit to working 15 hours at school with your ASB council for Back to School, Homecoming, Welcome Back Posters, and more!

### **Additional (Optional) Leadership Opportunities:**

OASC Spring Conference – May 1 & 2 in Salem at the Grand Hotel Salem Conference Center  
Cost: \$75-100, check out the web site [www.oasc.org](http://www.oasc.org) for more information or see Miss Tharp in room 106 if you are elected and would like to attend with the current ASB officers!

### **ASB Officer Election Campaign Criteria**

Due to the Teacher Work Day, signs may be hung on Fri. April 15 from 8am-3pm if SUPERVISED by a peer, teacher, parent, or custodian, on ladders. Be sure to use PLENTY of tape...if you think you have enough, add more!

Official Campaigning on school property begins Monday, April 18 at 7am.  
All campaign materials must be recycled/thrown away by Monday, April 25 at 8am. We strongly suggest you remove these items Friday, April 22 after election speeches.

Any students, especially candidates running for office found tampering, covering, or vandalizing any signs will deal with SAO, Activities Director, and have possible disqualification of running for office.

#### Poster Criteria:

- No more than 5 posters.
- Each poster must be no larger than 2' x 3' – a combined total of this size may be used for 1 or 2 large posters of combined measurements.
- Appropriate language used.
- Free of “put-downs”, negative innuendos, and profanity.
- **QUESTIONABLE POSTERS MUST BE APPROVED BY MISS THARP PRIOR TO HANGING – when in doubt, have Miss Tharp check it out!**
- Posters must be taken down, at the latest, BY YOU by Monday, April 25<sup>th</sup> at 8am...we are serious, take them down! Thank you!

#### Campaigning:

- Posters and supplies available in room 106 before or after school or during 2<sup>nd</sup> lunch.
- Flyers are NOT allowed.
- Sticky-backed tags are NOT allowed. Buttons, however, may be used - if interested, contact Mrs. Hollamon. First come, first serve, 50 button limit.
- All supplies will be provided for you.
- There is a \$20 limit on all campaign materials. Keep receipts.

#### Speeches:

- Typed speeches due to Ms. Tharp by the end of the day on Wednesday, April 20th. Early submission is appreciated. Email speeches to [vtharp@ttsd.k12.or.us](mailto:vtharp@ttsd.k12.or.us)
- No candy/food/beverages handed out during your speech.

#### Teacher Recommendations Criteria:

- Teachers/Coaches must sign your form that you turn in by April 1.
- Miss Tharp will contact teachers for their endorsement of you as a candidate.
- They do NOT need to write a letter, email is preferred.



ASB is divided into several areas to serve our school. Which of the following areas are you interested in being a part of? Please circle all that apply.

- Arts Support/Recognition
- Assemblies
- ASB Budget
- Clubs
- Community Service
- Council Morale
- Fundraising
- Graduation Planning
- Public Relations/Advertising
- Student Recognition
- Staff Appreciation
- Sportsmanship
- Youtube.com ASB News
- Technology
- Unity
- Other: (please explain)

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Elections Criteria is specific with timelines, spending amounts, behavior during campaign and more. Please refer to the Elections Criteria for further details.

By signing below I agree to all Elections Criteria and will follow all guidelines.

Candidate Signature: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Candidate Essay Section (Part 2)

Please answer each of the following questions, one page maximum for each question. You must attach your **TYPED** answers with this final application.

1 – Share an experience when you had to be a leader, work on a team, or solve a problem and relate this situation, along with your personal traits and abilities with how they would be beneficial as working as an ASB Officer.

2 – What are five groups of students/staff that deserve more/better recognition for their accomplishments? How can we do this? *If you have applied to be an ASB Officer, please create NEW ideas than previous applications.*

3 – If you were an animal, what would you be and why? What qualities does this animal have that would be helpful as an ASB Officer?

4 – What is a new idea that you have for the following areas?

Pick 5 to write about:

- Spirit Ideas
- Unity Activities
- Fundraising
- Advertisement/Marketing of ASB events
- Assemblies
- Clubs Involvement
- Alcohol and Drug Prevention
- Sportsmanship
- Canned Food Drive
- Elections
- Clubs
- Homecoming Week
- Chill Week
- Community Service Projects
- Staff Appreciation
- Mr. Timberwolf Pageant
- Student Appreciation
- Arts (band, orchestra, choir, etc)
- Other area (please explain)

5 – What do you want happen when you are elected as an ASB officer? What will you do to make these happen? How will your ideas, activities change Tualatin students, staff, and school?

6 - What would your Passion Project be? No barriers, no financial limit, it can help one person or involve every person in our school. You can dream big or just make a small difference - no limits, no boundaries, what would YOU do with all your passion and energy as an ASB Officer?

**Counselor and Teacher Approval to run for ASB in 2011-2012 (Part 3)**

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

Grade Level in Fall 2011 (next year): \_\_\_\_\_

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**GPA AND COUNSELOR**

My current GPA is \_\_\_\_\_ Counselor signature/verification: \_\_\_\_\_

Ask two teachers for a recommendation to run for ASB. They will sign the following paper and then **share their praise or concerns with Miss Tharp via email by April 7.** Other teachers may be asked for their thoughts on you as a potential ASB officer.

**TEACHER 1**

Name of Teacher recommendation: \_\_\_\_\_

By signing below I endorse the above student to run for ASB. If I have any concerns I will let Miss Tharp know in person or via email by April 7.

Teacher Signature:

\_\_\_\_\_

**TEACHER 2**

Name of Teacher recommendation: \_\_\_\_\_

By signing below I endorse the above student to run for ASB. If I have any concerns I will let Miss Tharp know in person or via email by April 7.

Teacher Signature:

\_\_\_\_\_

**Speech Guidelines (Part 4):**

DURING MY SPEECH I WILL ABIDE BY THE FOLLOWING GUIDELINES:

- No obscenities.
- No violence.
- No negative innuendos (sexual, personal, religious, ethnic, etc.).
- No promises that I cannot personally fulfill.
- I will not change the speech approved by school authorities without prior permission.
- There will be no videos used/made for my speech.
- If I choose to use music, I am solely responsible for the music devices.
- I understand the only things provided for me during my speech will be a chair, a podium, and a microphone.
- My speech will be no longer than 3 minutes.

**If these conditions are not met, then it is my understanding that I can and will be removed from the campaign in which I am participating.**

Candidate Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **Tualatin High School ASB Officer Responsibilities Contract (Part 5)**

1. By my conduct and academic studies, I will be an exemplary student and citizen. **This is a full time commitment for the entire term of office.** This includes my reading and abiding by the Student's Rights and Responsibilities Handbook and the Tigard/Tualatin District Substance Abuse Policy.
2. I understand that any suspension from school will cause for my immediate dismissal from my ASB office, unless an administrator overrules this.
3. I will enroll in and attend the Advanced Leadership (ASB) class for the year I am in office.
4. I understand that my studies and officer position will be my priority during my year in office.
5. I will be in attendance for school leadership meetings, required officer activities, and school-sponsored events. I will also attend all conferences, workshops, and retreats that are deemed necessary by the Activities Director.
6. I will maintain a GPA of 2.5 or above, and I will have my counselor sign to verify my G.P.A. on my ASB Application.
7. I am willing to work with other elected ASB Officers as well as TuHS students and staff. I understand that Communication, Leadership, Achievement, Service, and Spirit are the continual goals I am working toward throughout my term.
8. I will need, at times, to be available before and after school, and on non-school days. There will be occasions when, on a moment's notice, I will need to put in time in order to support my leadership class and/or TuHS.
9. I will show and have respect for myself, and others at all times. I will remember who I am and who I represent, which is ASB and Tualatin High School.
10. I will be registered as a full-time student attending classes at TuHS during my term in office.
11. I understand and accept that staff members shall monitor the election results, and those decisions will be final.
12. As a newly elected officer, I realize the importance of attending a summer leadership-training program approved by the Activities Director. I will make every effort to attend the Oregon Association of Student Councils (OASC) training camp or other affiliated leadership camps. I am prepared to make the necessary financial commitments of \$365 for a food, lodging, and a week of summer camp at Western Oregon University either July 10-15 or July 17-22.
13. I will be in attendance at the Calendar Planning on May 5, ASB Induction Ceremony on April 27, and the ASB Officer Summer retreat in June, date pending. I will put in my "15 hours" for "15 hours week" sometime between Aug. 22-Sept 2. Absences to any of these dates will be discussed with Miss Tharp as soon as possible.
14. I have read and understand the TTSD School Board Policy regarding Student Government which is available online at the District Site - Policy JFBA.

I, \_\_\_\_\_, am interested in holding a TuHS ASB Officer position. If I am elected, I am willing to fulfill the above obligations. I understand that failure to meet the mentioned responsibilities can and will result in my removal from office.

Candidate Signature: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Commitments and Dates to Remember (Part 6)**

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If I am elected, I am willing to fulfill the above obligations. If I have previous commitments or date conflicts I will let the Activities Director know as soon as possible. I understand that failure to meet the above responsibilities can and may result in my removal from office.

Candidate Signature: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_