

# **Damascus Christian School**

## **Student Council Campaign Packet**

### **Important Documents for Personal Use:**

1. Student Council Offices
2. Election information
3. Campaign information
4. Campaign and Speech suggestions

### **Documents to turn in:**

1. Statement of Intent
2. Reference Form
3. Essay

Documents must be turned in to Mrs. Hale in the school office by Monday, May 1, at 3:30 p.m. The reference form may be given directly to the office by the person completing the reference. If that person wants to scan and email the form, it should be sent to [heidi.hale@damascuscc.org](mailto:heidi.hale@damascuscc.org)

## Election Information

**Academic Requirements:** In order to be eligible to run for any office, a person must have had a “C” average or better during the school year leading up to elections.

**Intent Packet (3 documents shown below):** Each student interested in running for office must complete the Intent Packet and turn it in to Mrs. Hale by Monday, May 1, at 3:30 p.m. Late packets will not be accepted. If you are not able to attend school that day, please scan and email your packet to [heidi.hale@damascuscc.org](mailto:heidi.hale@damascuscc.org) using the same deadline information shown above. You may turn in your packet early.

\_\_\_\_ **Statement of Intent** - This must be signed by you and a parent. It serves as permission for you to undertake the extra work required of Student Council members.

\_\_\_\_ **Reference** – You must submit at least one reference from one of the following

- Pastor
- Youth leader
- Current teacher
- Employer

\_\_\_\_ **Essay** – Submit a typed essay that addresses the following:

- What are you prepared to do for the students of DCS if you are elected?
- What are two of your ideas to make everyone feel valued and encouraged at DCS?
- How do you want other students to view Student Council?
- What are your leadership strengths and weaknesses?
- What do you expect to gain by serving as part of Student Council?

# Campaign Information

## **Student Council Offices**

President  
Vice President  
Secretary  
Treasurer  
Ministry Outreach  
Social Chairman  
Junior High Rep  
Freshman Rep  
Sophomore Rep  
Junior Rep  
Senior Rep

## **Election Timeline**

**Step 1:** Get an application from the office beginning Tuesday, April 25

**Step 2:** Turn in application to Mrs. Hale in the school office by Monday, May 1

**Step 3:** Find out if your application was accepted on Tuesday, May 2

**Step 4:** If application accepted, hang approved campaign posters beginning Wednesday, May 3

**Step 5:** Deliver Campaign speeches during 4<sup>th</sup> period on Monday, May 8

**Step 6:** Vote at the beginning of 5<sup>th</sup> period on Monday, May 8

**Step 7:** Candidates remove all posters Monday, May 8 by 3:30 p.m.

**Step 8:** Winners will be announced on Tuesday, May 9

## **Poster details**

- Maximum of 20 posters per candidate
- Hang in lower hallway and hallway over Gym only
- Must use foamy tabs ONLY for hanging posters (found in the school office)
- Each poster must be stamped by Mrs. Hale for approval before hanging
- All posters must be removed by Monday, May 8 at 3:30 p.m.

Enjoy the campaign and election process! If you have any other questions, contact Mrs. Hale.

# **Council Offices**

## **Requirements for all Student Council members**

- Consistent walk with the Lord
- Demonstrates a desire to grow spiritually
- Demonstrates leadership qualities of service and hospitality
- Maintained at least a “C” average (2.0) in the most recent school year
- Attends and supports Student Council functions
- Must be in high school

### **President**

- Must be a Junior or Senior
- Has served on Student Council previously
- Provides energetic leadership both to Council and to student body to promote goals of Student Council
- Represents the student body
- Creates weekly agendas and presides over Student Council meetings
- Regularly communicates with faculty advisor about details of upcoming events and activities
- Holds other officers responsible and accountable for their duties

### **Vice President**

- Supports and acts in absence of President
- Available for projects

### **Secretary**

- Records actions of Student Council meetings and prepares copies of minutes for other Council members
- Demonstrates organizational skills
- Available for projects

### **Treasurer**

- Oversees the appropriate collection, recording, deposit, and expenditure of Student Council funds according to the decisions of the Council and in compliance with DCS/DCC policies
- Trains others who participate in the collection of funds in appropriate procedures

### **Ministry Outreach**

- Directs community outreach and ministry projects

### **Social Chairman**

- Directs activities that promote positive social interaction among students

### **Class Representatives**

- Must be in the class they represent, except for Junior High Rep
- Seek input from constituents to contribute to Student Council decisions

## Campaign Suggestions

- Choose a slogan to use on all your campaign materials. Avoid negativity and sarcasm.
- Stick to one color or color combination on all your campaign materials.
- Create a logo to use on all your materials.
- Twenty signs that look alike or have the same theme will make a greater impact than many different signs.
- Fliers can be carefully and artistically made, then photocopied.
- All fliers must be submitted to Mrs. Hale for approval before posting.
- Dress up in a unique way when campaigning, staying within dress code.
- Make sure everything you give away is labeled with your name and "Vote for \_\_\_\_\_."

## Speech Suggestions

Be sure to prepare a good speech for the Campaign Assembly. Practice delivering it so you will seem at ease. There should be NO negative references to your opponents or previous Student Council members. Elements to consider as you prepare your speech:

- Introduce yourself and tell the office for which you are running.
- Briefly give some personal information about yourself such as hobbies, sports, etc. You need to tell enough to build a bridge between you and members of your audience.
- Tell what it is that you would be willing to do if you were elected to represent other students. Tell why it is that you want to be involved in student government.
- Wrap up. Ask for their vote and repeat your name!
- Your delivery style is very important when trying to leave a positive impression.
  - Don't lean on or over the podium while you are giving your speech.
  - Dress nicely.
  - Use note cards for your speech. These are easier to handle than a regular sheet of paper and gives your hands something to do while you are speaking.
  - Grab the attention of the audience by use of voice, gestures, props, and/or eye contact.
- Be careful to NOT tear down any previous Student Council members in character or performance.
- Remember, you only have ONE shot at this. Be creative!
- Speech styles that have been successful in the past:
  - Sincere speech made with good notes and good eye contact.
  - "In character" speeches (dress in costume and follow a theme as your speech unfolds.)
  - Use an easel with a large diagram. Refer to your main points with a pointer.
  - Use visual aids such as balloons, props, or signs.
  - Skits using members of the student body.
- Whatever style you choose, begin and end in a strong way. People will be most impacted by what you looked like, the first thing you said, and the last thing you said. Repeat your name at least two times in your speech – when you are beginning would be a great time – and of course, leave them with your name and the office for which you are running. When the voters vote, you want to make sure they remember YOU! (However, don't do stupid things you will regret. You want people to remember you in a positive way!)
- Do your best to promote yourself as a quality leader, from your campaign posters to your speech.

# Statement of Intent

## Damascus Christian School

### Student Council Elections

I, \_\_\_\_\_, am running for the office of

\_\_\_\_\_.

If elected, I realize that extra time will be necessary to meet the responsibilities that go with being on Student Council. Class meetings must be attended, as well as time outside of class devoted to planning and executing tasks in my job description.

I promise to do all I can to be a positive and enthusiastic leader. I will strive to promote an environment in which students are encouraged and uplifted in their relationship with Christ and one another.

I know that I am directly responsible to the administration of Damascus Christian School, and I will respect the authority that God has placed over me. When disagreements arise, I will handle them in a Biblical manner. I will listen to and respect the advice of my advisor. I will do all I can to uphold the honor and good reputation of Damascus Christian School.

If, at any time in the school year, I fail to meet my responsibilities in attitude or performance and will not or cannot change my actions or attitude, my position may be given to someone else.

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Student Signature

Date

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Parent Signature

Date

# Reference Form

## Damascus Christian School

### Student Council Elections

To Whom It May Concern:

The student listed below has applied for a position on Student Council at Damascus Christian School. Please give your impressions of this student in the areas listed below.

Thank you in advance for your input. The student who gave you this form needs to have it turned in no later than 3:30 PM on Monday, May 1st.

STUDENT: \_\_\_\_\_

Using the 1-5 scale, please circle a number to rate the student concerning each of the following (One is low...five is high).

- |           |                                                             |
|-----------|-------------------------------------------------------------|
| 1 2 3 4 5 | Courteous to adults/shows respect for authority             |
| 1 2 3 4 5 | Respected by peers                                          |
| 1 2 3 4 5 | Able to work in a group                                     |
| 1 2 3 4 5 | Able to complete work on time                               |
| 1 2 3 4 5 | Displays consistent Christian character                     |
| 1 2 3 4 5 | Displays consistent positive attitude                       |
| 1 2 3 4 5 | Able to adjust to new conditions or duties                  |
| 1 2 3 4 5 | Highly involved in school activities                        |
| 1 2 3 4 5 | Personal integrity (honest and able to make good decisions) |

\_\_\_\_\_ Highly Recommend

\_\_\_\_\_ Recommend

\_\_\_\_\_ Recommend with Reservations

\_\_\_\_\_ Cannot Recommend

Additional Comments:

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Relationship to Applicant

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date