



2020-2021 Student Council Application

ASMHS CANDIDATE APPLICATION PACKET FOR SCHOOL YEAR 2020-2021

Please read through this packet thoroughly as you consider your opportunities for student leadership at Mililani High School.

- Page 1** **Cover sheet, table of contents, required application elements**
- Page 2** **ASMHS Overview, expectations & council description**
- Page 3** **ASMHS Exec.Officers position descriptions**
- Page 4** **ASMHS Council & Trojan Leadership Team descriptions**
- Page 5** **NatStuCo pillars**
- Page 6** **Class Council Overview, expectations & council description**
- Page 7-8** **Class Council Officers position descriptions**
- Page 8-9** **Class Council Committee/Commission descriptions**
- Page 10** **Parent Acknowledgement Letter** (*Print page 10 and submit*)
- Page 11** **Letter to student applicant**
- Page 12** **Applicant Instructions & Due Date**

Required application elements:

1. Read this document carefully and consider the descriptions of the Student Council positions.
2. Determine if applying for ASMHS/Class Council and for Officer or Council Member.
3. Complete the **COUNCIL CANDIDATE APPLICATION GOOGLE FORM** tinyurl.com/mhscouncilapp
 - Part A: Candidate Information Form**
 - Part B: Candidate Questionnaire**
 - Part C: Student Acknowledgement, Contact info and Confirmation of application**
4. Print and complete the REQUIRED ATTACHMENT (Page 10)
 - Parent Consent Form:** Have your parent/guardian acknowledge the fact that you are applying for student council (*Print, Sign and return by either scanning and emailing or submitting hard copy to MHS Student Activities Coordinator's box at the MHS front office*)
5. Submit a photo (head & shoulder) to asmhstrojans@mililanihs.k12.hi.us include in email your name, grade and position applying for.
6. Understand that the Student Activities office will verify the following: all student dues are paid, no outstanding obligations, passing current classes (2.0 minimum GPA with no F's) and teacher feedback forms are shared & submitted.

ASMHS STUDENT BODY LEADERS FOR SY 20-21



The Associated Students of Mililani High School is the Student Body Executive Board that oversees all student body activities at MHS. The ASMHS Executive Board works with the ASMHS Council to help plan and implement MHS school-wide events including the MHS Senate, School Wide Assemblies, Homecoming Week, Winterball, Trojan Pride Fridays, Community & State Outreach Partnerships, Service Projects and School Culture & Environment events.

ASMHS Executive Board Officers	ASMHS Council “Trojan Leadership Teams”												
ASMHS President [ACE, PTSO] ASMHS Vice President [MICC] ASMHS Recording Secretary ASMHS Corresponding Secretary ASMHS Treasurer	ASMHS Council members open to 20-200 students ASMHS Council facilitators/chairpersons: open to 12 students <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Appreciation</td> <td style="width: 50%;">Athletic Promotion & Celebration</td> </tr> <tr> <td>Homecoming</td> <td>Elections Commission</td> </tr> <tr> <td>Pep Rallies</td> <td>Publicity & Banners</td> </tr> <tr> <td>Talent Showcase</td> <td>Senate / HSSC / SCC</td> </tr> <tr> <td>Trojan Gear</td> <td>Service Projects & Awareness Campaigns</td> </tr> <tr> <td>Winterball</td> <td>Spirit Weeks & Trojan Pride Friday</td> </tr> </table>	Appreciation	Athletic Promotion & Celebration	Homecoming	Elections Commission	Pep Rallies	Publicity & Banners	Talent Showcase	Senate / HSSC / SCC	Trojan Gear	Service Projects & Awareness Campaigns	Winterball	Spirit Weeks & Trojan Pride Friday
Appreciation	Athletic Promotion & Celebration												
Homecoming	Elections Commission												
Pep Rallies	Publicity & Banners												
Talent Showcase	Senate / HSSC / SCC												
Trojan Gear	Service Projects & Awareness Campaigns												
Winterball	Spirit Weeks & Trojan Pride Friday												

The **ASMHS Council** is made up of students who are interested in getting involved and creating a positive school culture on campus through Trojan Teams which fall under one of the four pillars of the National Association of Student Councils: Leadership, Service, Voice and Engagement. Students who are interested in a facilitator/chairperson role are expected to be committed to attend project planning meetings and communicate regularly with the advisor and/or ASMHS executive board. ASMHS Council members have the option to take the Leadership Training Course elective credit during the school day. The calendar/commitment varies for each ASMHS Council Trojan Team (see breakdown below). **ASMHS Council members are selected** into council by completing their application, completing a brief interview, and meeting the 2.0+ minimum GPA (teacher recommendations may be considered).

The **ASMHS Executive Board Officers** are required to take the Leadership Training Course during the school day, earning an elective credit (a schedule change will be made after elections). The Executive Board will also meet during regularly scheduled meetings to plan school-wide activities & help oversee assigned committees. **ASMHS Executive Board Officers** run for office and are **elected** by the student body’s majority vote.

INSIGHT FROM YOUR ASMHS STUDENT LEADERS:

- “Being an MHS student leader is a great privilege and experience.”*
- “As an officer I’ve had numerous opportunities to be involved in our school and community.”*
- “Being a part of ASMHS is a life changing experience. We work, play, learn and celebrate as a family!”*
- “One of the best things about ASMHS is being so involved in school. You learn so much about our school and naturally develop a sense of school pride and appreciation.”*
- “To Lead is to Inspire. I will never forget the time I had with ASMHS and learning about a leader’s mindset.”*
- “Council is a great opportunity to meet new people and get to see the behind the scenes of MHS.”*
- “ASMHS has shown me that every action has a purpose and that every legacy has a beginning.”*
- “Council helps you to step out of your comfort zone and brings out the leader inside of you.”*
- “I like coming to school with a purpose that is beyond the textbooks.”*



ASMHS EXECUTIVE BOARD OFFICERS POSITION DESCRIPTIONS

<p>ASMHS President</p> <p><i>(Only open to class of 2021 & 2022)</i></p>	<p>Conduct all meetings of the student body council (ACE: All Council Executives) and ASMHS Executive Board. Be the face of the school, represent the student body in the community and at the state level. Cast the deciding vote in the event of a tie (or entertain another vote to resolve a tie). Oversee and attend meetings for assigned committees including Homecoming, Spirit Weeks, Senate, SCC, etc. Student member of PTSO. Report to the monthly meetings (6pm 3rd Thursday / a month). Facilitate leadership opportunities with the support of the ASMHS council Plan and implement events with ASMHS and the complex area schools Communicate and meet regularly with the Student Activities Coordinator and fellow officers. Execute duties as are commonly performed by the office See that the constitution and by-laws of the association are faithfully executed, and shall serve in the best interest of the student body of MHS.</p>
<p>ASMHS Vice President</p> <p><i>(Only open to class of 2021 & 2022)</i></p>	<p>Assist the President (see description above) & Assume all duties in the president’s absence. MICC President: Oversee the Mililani Inter-Club Council (MICC) meetings (1 per month). Promote the general welfare of all MHS clubs. Create meeting agendas and facilitate monthly meetings with club vice presidents. Log and file all Club documents including: Club Charters, Club Rosters, Quarterly Reports, etc Report on MICC meetings to the ASMHS board, ACE class councils, and Senate. Plan and implement MICC events such as Club Fair and Club Officer Leadership Training Oversee and attend all meetings for assigned committees including Campus Beautification projects Communicate and meet regularly with the Student Activities Coordinator and fellow officers. Execute duties as are commonly performed by the office</p>
<p>ASMHS Recording Secretary</p>	<p>Notify members of meetings. Assist in preparation of the agenda & minutes prior to meeting. Take attendance at each meeting and keep permanent records, contact all members about meetings. Take complete minutes, word-process all meeting minutes and circulate minutes to all members. Including ASMHS, ACE, and Senate meetings Maintain & report to SAC records of each council member’s status (attendance, grade checks, participation) Update and maintain the ACE & ASMHS master calendar of activities. Help create flyers, posters, and banners as needed by ASMHS. Execute duties as are commonly performed by the office</p>
<p>ASMHS Corresponding Secretary</p>	<p>Create/write the ASMHS Newsletter to post and distribute to the MHS Bulletin Board, HI State Legislators, all Hawaii high schools and other stakeholders (4-6x a year) Maintain on file any reports. Answer and file all correspondence. Update and maintain MHS bulletin boards with news and announcements. Update and maintain the ASMHS webpage and social media postings Oversee the ASMHS Scrapbook (O.S.C.A.R.). Maintain record of documents throughout the year - Collect and gather first-hand accounts, photographs, newspaper clipping, etc. Compile and publish honorable mention lists to be recognized during assemblies and rallies. Help create flyers, posters, banners, and morning bulletins as needed by ASMHS. Execute duties as are commonly performed by the office</p>
<p>ASMHS Treasurer</p>	<p>Handle funds pertaining to Student Activities. Perform all collections (deposits) and distributions (purchase order worksheets, advisor/principal signatures, purchase orders and receipt books). Organize and oversee the spirit store sales at events such as Jumpstart, home football games, ABC Craft Fairs, Carnival, and general Trojan Gear Sales. This includes inventory and pricing. Maintain an accurate record of all council funds and expenses. Prepare and deliver a financial report at every scheduled council meeting. Execute duties as are commonly performed by the office</p>

ASMHS officers are expected to communicate and meet regularly with the Student Activities Coordinator. Regularly scheduled grade checks will be collected (minimum GPA of 2.0 with no F's) and required to remain as an officer. This includes attendance checks for courses. All ASMHS officers must attend ALL meetings and events unless excused by the advisor PRIOR to the meeting or event. All officers are required to take the Leadership Training class as an elected course and attend summer meetings and trainings (TBD in light of the recent covid-19 events). All elected officers must attend the All Council Executives Induction Ceremony on May 27, 2020. The student activities coordinator will oversee all student positions. Stop by B105 if you have any questions.

ASMHS Council Committees/Commissions “TROJAN LEADERSHIP TEAMS”

Appreciation	Help plan ways to celebrate and acknowledge various campus shareholders: Custodial, Teacher, Assist.Principal, Librarian, Security, Counselor, Teacher, etc.	Varies by event
Athletic Promotion & Celebrations	Liaison between student activities and MHS athletics. Gather information of team captains/representatives to facilitate in pep rallies. Report OIA and State titles throughout the year during ASMHS meetings. Communicate regularly with the Athletic Director and MHS Coaches to support school spirit and events. Cultivate school spirit by promoting Trojan Pride (ie. Athletic Events, Senior nights, Morning Bulletins, banners, etc.)	Throughout the year
Elections	Facilitate elections for Homecoming & Winterball Court as well as the promotion of civic participation of the ASMHS elections (including creating flyers)	Fall, Winter, Spring
Homecoming	Help plan and implement the 2020 Homecoming Week & Theme including: Parade, Dance / Court, Pep Rally and Game night	August - October
HSSC & School Community Council	School Representative should apply in B105. Student will work with the School Community Council (SCC) and attend monthly meetings for Hawaii State Student Council and SCC. Attend all senate meetings and work with ASMHS to represent MHS student voice	Throughout the year
Pep Rallies	Contribute ideas and help plan the pep rallies. This could include the assembly agenda, decor, performances, hype, special guests, etc.	Fall, Winter, Spring
Publicity Banner/Poster Making	Help create posters and large banners to promote Student Activities at MHS. This includes publicity for upcoming events, celebrations of accomplishments and overall Trojan Pride.	Varies by event
Senate	Assist at the MHS Senate meetings - Help gather reports from Stakeholders. Submit regular announcements for the morning bulletins or via google drive. Help ensure students have opportunities to be heard / voice opinions and questions. (Student should be a senator for their advisory class)	Throughout the year
Service Projects & Awareness Campaigns	Organize and implement school wide service projects each quarter (ie: Food drive, Adopt a Family, HC Service Project, Character Counts Fair, etc) Provide opportunities for MHS students to give back, connect and promote citizenship in Mililani Community. Create and/or support Awareness Days for MHS students to gain knowledge/experience.	Throughout the year determined by Project (ie: Adopt a Family in Nov./Dec.)
Spirit Weeks & Trojan Pride Fridays	Help brainstorm and plan spirit weeks for MHS (Homecoming, Fall, Winter, and End of year). This includes activities, morning bulletins, prizes, etc. HoCo SW (Aug-Sept) Fall SW (Sept-Oct) Winter SW (Oct-Nov) EOY SW (Feb-April) Help Promote Trojan Pride Fridays, create incentives, publicize, etc.	Throughout the year
Talent Showcase	Help plan the MHS talent show. Publicize, run sign ups, auditions, design program and implement event night. May also include promoting student talent and school assemblies or lunch performances.	2-3 months before event date
Trojan Gear	Propose ideas for Trojan Gear and raising school spirit. Promote Trojan Pride Friday and incentives for student participants. Help work the Trojan Gear Store at school events including: Jumpstart, home athletic games, Carnival, etc.	Throughout the year
Winterball	The Winterball committee helps plan and implement the Semi-Formal Dinner-Dance event in December. This includes decisions on theme, favors, decorations, centerpieces, program/entertainment, table sign ups and court.	October-December



NatStuCo stands for the National Student Council which is a program of the National Association of Secondary School Principals (NASPP). Mililani High School is a member of NatStuCo and a recipient of the Gold Council of Excellence Award since 2014. The standards and benchmarks that our philosophy of leadership is built on the 4 NatStuCo Pillars.

NatStuCo Pillars:

- **Leadership** –Supporting the development of student and adviser leadership skills and knowledge
- **Service** –Helping build a climate of caring and tolerance through volunteerism and service to others
- **Student Voice** –Promoting student council as the voice of the student body and giving every student an opportunity to be heard
- **Engagement** –Encouraging students to become involved in school and community leadership and decision making

Leadership	Service	Voice	Engagement
ASMHS* ACE* MICC*	Service Projects Awareness Campaigns Appreciation Trojan Gear	Senate Elections SCC HSSC PTSO	Homecoming Spirit Weeks Trojan Pride Fridays Pep Rallies Talent Showcase Winterball Publicity/Banners Athletic Promotions/Celebrations

*Incorporates all pillars of NatStuCo

**THANK YOU FOR YOUR INTEREST IN BEING A PART OF
ASMHS, THE STUDENT BODY COUNCIL**

If you have any questions contact Student Activities Coordinator Mrs. Ward-Riehle via email asmhstrojans@mililanihs.k12.hi.us or call 808-307-4265 (office) or 808-375-3741 (cell)

CLASS COUNCIL LEADERSHIP POSITIONS FOR SY 2020-2021

The Class Councils at MHS are leadership teams that organize all grade-level activities. The Class Officers work with the Class Council that helps plan and implement class events including class assemblies, service projects, dances, fundraisers, appreciation weeks as well as support MHS spirit weeks and school events.

CLASS OFFICERS	CLASS COUNCIL MEMBER		
<ul style="list-style-type: none"> -President [ACE, Senate] -Vice President [MICC] -Recording Secretary -Corresponding Secretary (Historian) -Treasurer 	<ul style="list-style-type: none"> -Member -Committee Chair <table border="1" style="margin-left: 40px;"> <thead> <tr> <th>Committees / Commissions</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> - Homecoming - Dance Committee - Fundraising (Shirts, Carnival) - Service/Appreciation - Blood Drive (Junior & Senior Year) - Graduation (Senior Year) - Senior Luau (Senior Year) </td> </tr> </tbody> </table> <p style="text-align: center; font-size: small;">See committee descriptions on following pages</p>	Committees / Commissions	<ul style="list-style-type: none"> - Homecoming - Dance Committee - Fundraising (Shirts, Carnival) - Service/Appreciation - Blood Drive (Junior & Senior Year) - Graduation (Senior Year) - Senior Luau (Senior Year)
Committees / Commissions			
<ul style="list-style-type: none"> - Homecoming - Dance Committee - Fundraising (Shirts, Carnival) - Service/Appreciation - Blood Drive (Junior & Senior Year) - Graduation (Senior Year) - Senior Luau (Senior Year) 			

The **Class Officers** oversee all class activities as well as fulfill individual roles and responsibilities. They are members of ACE (All Council Executives who collaborate on student activities for MHS). The **Class Officers** meet regularly to plan grade-level activities & help oversee assigned committees/commissions). The **Class Officers** run for office and are **elected** by a majority vote.

The **Class Council** is made up of students who are interested in getting involved in class events and helping to create class pride. Students who are interested in a committee chairperson (commissioner) role must signify that on the application. Following the application submission those students must complete a meeting with the advisor/SAC. All council members are expected to be committed to attend project planning meetings and communicate regularly with the advisor and class officers. Members on the class council may serve on multiple committees. **Class Council members** are **selected** into council by completing their application, receiving satisfactory or higher recommendations, attending the applicant meeting and meeting the 2.0+ minimum GPA.

ALL COUNCIL MEMBERS, CHAIRS AND OFFICERS are a part of AIM (All in Members) and are required to attend the FIVE AIM meetings/ leadership trainings (one per quarter and one in the summer).

Please read for clarification: For the purpose of the application process students must choose ONE at this time: Class OFFICER or Class COUNCIL MEMBER. Class Officers are automatically a member of the class council, they will oversee and support the class council projects and events. There will be ONE chairperson/commissioner per class council committee/commission. If you are interested in being a chairperson you will indicate it on the application. The chairperson position will be selected AFTER the candidate has completed an application, attended the council informational meeting and met for a brief interview with the advisor and/or student activities coordinator. FYI: Students who are ASMHS council members may run for class office or council. In other words, you can be on both councils serving the committees, but you cannot hold an officer role for both ASMHS and class executive board. If you have questions, see Mrs. Ward-Riehle in B105.

THANK YOU FOR YOUR INTEREST IN BEING A PART OF YOUR CLASS COUNCIL

If you have any questions stop by the Student Activities Office in B105 or call 808-307-4265 or email asmhstrojans@mililanihs.k12.hi.us

continue to next page for position descriptions

CLASS OFFICERS POSITION DESCRIPTIONS

All class officers are expected to participate in meetings, assemblies, functions and activities affiliated with class council. Class Officers must communicate and meet regularly with their class advisor. Regularly scheduled grade checks will be collected (minimum GPA of 2.0 with no F's) and required to remain as an officer/member. This includes attendance checks. All Class Officers must attend ALL executive board meetings and all class events unless excused by the advisor PRIOR to the meeting or event. The class officers are responsible for organizing all class assemblies. All elected officers must attend the All Council Executives Induction Ceremony scheduled for May 27, 2020. The class advisor (supported by the SAC) will oversee all officers.

<p>Class Council President</p>	<p>Conduct all meetings of the class council. Is the official representative and leader of the class council. Member of the ASMHS Senate committee - regularly report at Senate meetings on behalf of the class Regularly meet and report at the ACE meetings on behalf of the class Cast the deciding vote in the event of a tie (or entertain another vote to resolve a tie). Oversee and attend meetings for assigned committees. Student member of PTSO: Attend at least one meeting a semester (6pm 3rd Thursday / a month). Facilitate leadership opportunities for council members with the support of the ACE and ASMHS council. Communicate and meet regularly with the Class Advisor, Student Activities Coordinator and fellow officers. See that the constitution and by-laws are faithfully executed, and shall serve in the best interest of the class Member of the Principal's Advisory Council. Execute duties as are commonly performed by the office. Participate in ASMHS and Class Activities including Trojan Pride Fridays, spirit weeks and engagement activities. Attend the 2020 HI State Student Leadership Conference & MHS Leadership Camp (<i>may be online if delayed by covid-19</i>)</p>
<p>Class Council Vice President</p>	<p>Assist the President (see description above) & Assume all duties in the president's absence. Attend and report at all MICC (Mililani Inter-Club Council) meetings (one per month on Wednesdays) Log, submit, and file: Club Charters, Club Rosters, Quarterly Reports, etc. (MICC responsibilities) Oversee booth at Club Fair and Jumpstart as well as the Clubs in Action Bulletin Board Oversee and attend all meetings for assigned committees including Campus Beautification projects Communicate and meet regularly with the Class Advisors, ASMHS VP and fellow officers. Execute duties as are commonly performed by the office. Participate in ASMHS and Class Activities including Trojan Pride Fridays, spirit weeks and engagement activities.</p>
<p>Class Council Recording Secretary</p>	<p>Take attendance at each meeting and keep permanent records, contact all members about meetings. Take complete meeting minutes (record in google drive). Circulate minutes to all members to be checked. Assist in preparation of the agenda & minutes prior to meeting. Maintain & report to Class Advisor records of each council member's attendance, grade checks, participation Attend ACE meetings and take information back to council (with class president) Update and maintain the class calendar of activities (communicate calendar with ASMHS) Help create flyers, posters, and banners as needed by the Class Council. Execute duties as are commonly performed by the office. Participate in ASMHS and Class Activities including Trojan Pride Fridays, spirit weeks and engagement activities.</p>
<p>Class Council Corresponding Secretary</p>	<p>Create/write the quarterly Class Newsletter to post and distribute to class. Maintain on file any reports. Answer and file all correspondence. Send thank you letters as assigned Update and maintain the class bulletin board with news and announcements. Update and maintain the Class webpage and/or social media postings. Write and upload to google drive all class announcements for Morning Bulletin Assume all duties of the Recording Secretary if they are absent. Contribute to the ASMHS and class scrapbook/slideshow. Collect & gather photographs, clippings, etc. Compile and publish honorable mention lists to be recognized during assemblies and rallies. Help create flyers, posters, banners, and morning bulletins as needed by the Class Council. Execute duties as are commonly performed by the office. Participate in ASMHS and Class Activities including Trojan Pride Fridays, spirit weeks and engagement activities.</p>

Class Council Treasurer	<p>Handle funds that pertain to class activities with full responsibility.</p> <p>Perform all collections (deposits) and distributions (purchase order worksheets, advisor/principal signatures, purchase orders and receipt books).</p> <p>Files all purchase orders, invoices, copies of receipts in a binder</p> <p>Assist on the fundraising committee (including class shirts, Carnival, etc)</p> <p>Maintain an accurate record of all council funds and expenses.</p> <p>Prepare and deliver a financial report at first ACE and Class Council meetings of the quarter.</p> <p>Execute duties as are commonly performed by the office.</p> <p>Participate in ASMHS and Class Activities including Trojan Pride Fridays, spirit weeks and engagement activities.</p>
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About the Class Council and Committees *(will be referred to in the future years as Commissions)*

All class council members are invited to participate in class meetings, assemblies, and activities affiliated with the class council. All council members are expected to participate in the council meetings (one per month). Additional meetings for specific committee projects will be set by the council and/or advisor. Attendance is expected (please communicate with advisor PRIOR to the meeting if attendance will be an issue). Regularly scheduled grade checks will be collected (minimum GPA of 2.0 with no F's) and required to remain as an officer/member. This includes attendance checks. All councilmembers will help promote class spirit, participate in dress up weeks, collaborate on assembly ideas, and create class pride class. All Committee Chairs must attend ALL class council meetings and facilitate committee meetings as scheduled. The class advisor (supported by the SAC) will oversee all council positions. Stop by B105 if you have any questions. The class council will participate in committees to help make a successful year for the class, they include:

Only open to Junior (2022) & Senior (2021) Class:

Blood Drive Committee	This Committee plans and implements 2-3 blood drives each year. This includes attending trainings (chairperson) and setting dates to publicize and seek donors. This committee is now open to both juniors and seniors as the donation age was lowered last year. The committee is advised by Mrs. Grande-Misaki and supported by the class advisors.	Throughout the year
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Only open to Senior Class (2021):

Graduation Committee	This Committee plans and implements the class commencement ceremony. Elements of Commencement include: Program Design, Class Song selection, Song Practices and assemblies, Cap & Gown sales and distribution, recruiting teacher volunteers, prepping graduation emcee selection, diploma distribution, and more. Meetings occur throughout the school year. The committee is advised by Mrs. Grande-Misaki and supported by the Student Activities Coordinator and Class Advisor.	Throughout the year
Senior Luau Committee	This Committee plans and implements the Senior Luau. This includes making a budget proposal, hosting ticket sales, creating publicity/advertisements, determining theme, decorations, favors/centerpieces, program agenda/entertainment, table sign ups and court. Must incorporate components of a traditional luau.	3-4 months before event date

continues on next page

Open to all class councils:

<p>Service Committee</p> <p><i>Committee includes Service/Awareness / Appreciation</i></p>	<p>This committee will organize and implement class service projects (one per semester). They also help promote the school wide ASMHS service projects that incorporate class spirit competition, such as the Homecoming Service Project. The committee provides opportunities for their class and council to give back, connect and promote citizenship in the community and state. The committee is also responsible for fulfilling the Appreciation days throughout the school year. They will plan ways to celebrate and acknowledge various campus shareholders: Counselors, Teachers, Administration, Librarian, Security, etc. Also assists with thank you letters and class gifts for chaperones of class events. Finally this committee will help implement and/or support Awareness Days for MHS students to gain knowledge/experience.</p>	<p>Throughout the year determined by Project /Day</p>
<p>Homecoming Committee</p> <p><i>There will be one overall HoCo Chairperson who will (with class advisor) appoint both a banner and lip sync organize)</i></p>	<p>This committee will help plan and implement their class’s participation in the 2020 Homecoming (HoCo) Week. This includes promoting participation in the HoCoParade, Dance Sales, promote dress-up days, host lunch activities, promote the service project, and more. Work closely with ASMHS HoCo Committee.</p>	<p>August - October</p>
	<p>Banner Building - this committee falls under the Homecoming Committee. This group helps build the Homecoming Float, helps create props for lip sync and presents the float in the Homecoming Pep Rally and Pregame show.</p>	<p>August - October (& as needed)</p>
	<p>Lip Sync - the HoCo Lip Sync committee falls under the Homecoming Committee. This group plans and choreographs the Homecoming Lip Sync for the HoCo Assembly. This group also helps organize and implement the End of the Year lip sync.</p>	<p>August - October & March - April</p>
<p>Dance Committee</p>	<p>This committee helps plan and implement the grade level dance (2024 Freshman Dance, 2023 Sophomore Banquet, 2022 Junior Prom, 2021 Senior Prom). This includes making a budget proposal, hosting ticket sales, creating publicity/advertisements, determining theme selection, decorations, favors/centerpieces, program agenda, table sign ups and court.</p>	<p>Quarters 2-4 (<i>begins after HoCo</i>)</p>
<p>Fundraising Committee</p>	<p>This committee will research and participate in fundraising projects to help subsidize class activities and graduation expenses. Project proposals must include projected revenues and costs. They will work with the class advisor and accounting office to secure paperwork to run a fundraiser. The Fundraising committee also plans for the class booth at the MHS Carnival. They shall work with the vendors and volunteer team. The committee will debrief following all fundraisers. They also assist with class shirt orders and sales. This committee will work closely with the Class Treasurer for purchases and payments/POs. The fundraising committee will also plan and implement the annual Powderpuff Fundraiser (Senior = Chair, grades 9-11 support team/shadow)</p>	<p>Throughout the year</p>



MILILANI HIGH SCHOOL
STUDENT COUNCIL LEADERSHIP
SCHOOL YEAR 2020-2021

Candidate Name _____		Grade for 20/21SY _____
Applying for (Circle)		
ASMHS Student Body Officer	Class Officer	
ASMHS Student Body Council Chairperson	Class Council Chairperson	
ASMHS Student Body Council Member	Class Council Member	

Dear Parent/Guardian,

Your child has decided to apply for Student Council for the 2020-2021 school year. We appreciate your cooperation and support in this matter, as it requires that you sign this letter acknowledging their participation in the MHS student leadership program.

Council leaders are dedicated students who have the passion to help their school/class with events, service projects, fundraisers and spirit weeks. All council members must remain in good conduct and academic standing. Please know that some of the responsibilities are completed after school, on weekends, and occasionally in the evenings. There will be leadership trainings and summer planning meetings run by ASMHS and the class officers (attendance and dates will be outlined in May).

ASMHS & Senior class Officers are required to enroll in the Leadership Training Course. This course counts as an elective credit and allows the students to fulfill responsibilities during the school day as well as learn leadership philosophies and skills. A schedule change for SY20-21 will take place with the student activities coordinator and registrar's office after elections. All elected officers must attend the ASMHS & All Council Induction Ceremony on May 27, 2020 (unless postponed due to covid-19).

Please feel free to check out the applicants information packet and online application with your child. I appreciate your support in this election process. Should you have any questions, feel free to call me in my office at 808-307-4265 or email me at janet.riehle@k12.hi.us.

Sincerely,

Mrs. Janet Leilani Ward-Riehle
Student Activities Coordinator, 307-4265

Class Advisors: 307-4200

2021 - Mr. Sean Wagner, P34

2022 - Ms. Lisa Kaneko, G104

2023 - Mrs. Shannon Marxen, L202

2024 - Mr. Micah Turell (applications through MMS)

Please sign below, acknowledging your child's participation in the elections process and giving them permission for his/her participation.



Parent/Guardian Full Name (PRINT)

Parent/Guardian Signature

Date

Parent contact (email and/or phone): _____

Applicants for Elected Officer Positions - Please read

Dear Candidate for Officer position,

First off, thank you for applying to be a Student Body or Class Officer on your council's executive board. As Student Activities Coordinator (SAC), part of my job is to oversee and advise ASMHS/ACE and the general student body/Class activities which they run (in partnership with the class advisors). MHS officers are service-oriented leaders. The commitment you make is to serve your fellow Mililani High School students. Therefore, I expect the officers to devote the majority of their co-curricular time to student council. This is not a job for someone who simply wants a title on their college application or an extra photo in the yearbook. You will be provided with an abundance of amazing opportunities as a student body leader and an unforgettable experience. Because you have voluntarily chosen to run for office, you are making a statement that except for family and academics, everything else becomes secondary. Student leaders are expected to manage their time wisely and study/do homework at appropriate times so as not to interfere with council activities. The rewards are countless, the skills gained are worthwhile and the efforts appreciated. Being an officer takes work, dedication, spirited energy and a leader's mindset. We are excited for the potential to work with you and excited to see how the 2020-2021 All Council Executives (ACE) leaves their legacy at MHS.

Please contact us before submitting your application if you have any questions. Remember, all items must be submitted by the deadline in order to be considered eligible and placed on the ballot.

Sincerely,

Mrs. Ward-Riehle, MHS Student Activities Coordinator & Class Advisors: Mr. Wagner, Ms. Kaneko, Mrs. Marxen, Mr. Turell

COUNCIL APPLICANTS please read:

Dear Applicant,

Thank you for applying to be on your class and/or student body council. The purpose of the council is to organize and carry out the class and school activities while providing students an opportunity to develop leadership skills. This organization supports and fulfills the goals of the council's, committee's and officer's vision. All council members are expected to abide by all school rules and policies and promote class/school pride. Those interested in being a chairperson for a committee please indicate that on your application. Please contact us before submitting your application if you have any questions. Remember, all parts of the application must be submitted by the deadline in order to be considered eligible. We look forward to the potential to work with you.

Sincerely,

Mrs. Ward-Riehle, MHS Student Activities Coordinator & Class Advisors: Mr. Wagner, Ms. Kaneko, Mrs. Marxen, Mr. Turell

As a council member applicant, you will agree (on application) to all of the commitments stated below and understand that failure to comply with these rules will result in a conference with the Class Advisor, SAC and possible dismissal from the council.

1. I will attend the general council meetings and communicate with the advisor if I will be absent.
 - a. I will contribute to discussions and volunteer assistance as needed.
2. I will fulfill all the duties and responsibilities expected of council members.
3. I will participate in class/school activities, fundraisers, and service projects re
4. I will show class/school spirit by participating in the following activities:
 - a. Trojan Pride Fridays
 - b. Homecoming Week (lip sync, banner building/parade)
 - c. Spirit week dress-ups & Pride Days
5. I will respect other opinions even if they are not in agreement with my own ideas.
6. I will encourage and motivate other students of my classmates to get involved in class & school activities.
7. I will represent my school and council at all time, this includes in class and online
8. I will follow the rules and regulations as outlined in the student council constitution.

APPLICATION INSTRUCTIONS & MEETING DATE REMINDERS

You must complete ALL of the following on time to be considered a valid applicant:

1. Read this document carefully and consider the descriptions of the Student Council positions.
2. Determine if applying for ASMHS/Class Council and for Officer or Council Member.
3. Complete the **COUNCIL CANDIDATE APPLICATION GOOGLE FORM** click: tinyurl.com/mhscouncilapp
 - Part A: Candidate Information Form**
 - Part B: Candidate Questionnaire**
 - Part C: Student Acknowledgement, Contact info and Confirmation of application**
4. Print and complete the REQUIRED ATTACHMENT (Page 10)
 - Parent Consent Form:** Have your parent/guardian acknowledge the fact that you are applying for student council (*Print, Sign and return by either scanning and emailing or submitting hard copy to MHS Student Activities Coordinator's box at the MHS front office*)
5. Submit a photo (head & shoulder) to asmhstrojans@mililanihs.k12.hi.us include in email your name, grade and position applying for.
6. Understand that the Student Activities office will verify the following: all student dues are paid, no outstanding obligations, passing current classes (2.0 minimum GPA with no F's) and teacher feedback forms are shared & submitted.

**Complete all parts to the application and submit by
Wednesday, April 8th.**

Mark your calendar to meet all dates on the timeline listed below.

APPLICATION DEADLINES & ELECTION SCHEDULE:

Officer <i>(Elected Position)</i>	Council <i>(Selected Position)</i>
<p>March 31 at 3pm = Q & A online forum for students interested in any of the ASMHS or Class Council positions. Get your questions answered, hear from current student leaders on their council experiences, get help in the application process. (This is an optional opportunity, you may come and go during the 3-4pm time slot. Join Zoom Meeting at https://us04web.zoom.us/j/926348287 Meeting ID: 926 348 287 you can join on your phone or computer)</p>	
<p>Completed council application online, and submit photo and parent forms by Wednesday, April 8 by 11:59pm</p>	
<p>Mandatory meeting for all candidates applying for an officer position: Thursday, April 9 at 3pm <i>(link to Zoom will be emailed to your school gmail the day before)</i></p>	<p>Mandatory meeting for all candidates applying for Council member/chair: Thursday, April 9 at 4pm <i>(link to Zoom will be emailed to your school gmail the day before)</i></p>
<p>Campaigning starts / Posters hung/posted: April 13-23rd ALL Campaigning must be approved, (stamped for oncampus) & visible to SAC prior to posting.</p>	<p>A letter will be sent (or emailed) to students who apply to be a member of the ASMHS Council. Those who noted in the application that they were interested in a committee chairperson (commissioner) will be asked to set up an interview with the Advisor/ Student Activities Coordinator. Students will be notified of council member acceptance in May.</p>
<p>Election/Online voting: April 21 @ 8am - April 23 @ 8pm ALL campaign posters/tape removed by 8:00am on April 24th Results will be emailed between April 24-27</p>	

Please review all dates and requirements. Missing or late forms will NOT be accepted. If you fail to follow these application expectations, you will be disqualified. If you have questions email asmhstrojans@mililanihs.k12.hi.us or call 808-307-4265

THANK YOU FOR YOUR TIME,
CONSIDERATION, AND ASPIRATION
TO JOIN OUR AMAZING
STUDENT COUNCIL ORGANIZATION

Here's the link one more time:

<https://tinyurl.com/mhscouncilapp>