

Class Officer Elections 2021-2022

Friday, September 24	Online Application for candidacy due by 2:45PM (No exceptions) <i>*If you do not submit your application by the deadline, you will not be included on the election ballot*</i>
September 27 – October 8	Campaign Period Open
Thursday, October 7	Virtual Speech Video due by 2:45PM
October 13	Speeches Broadcast to all Students during Homeroom Period and Voting Open
Thursday, October 14	Election VOTING DEADLINE 2:45PM
Friday, October 15	Elected Officers announced

Commitment of All Elected Class Officers:

- Students running for office **must** be in good academic standing (at least a 2.00 GPA / C or above). Check with your school counselor to confirm this if you have any questions.
- Behavior log will be reviewed, any disrespect, class/school disruption, or inappropriate conduct in past 35 days will be subject to disqualification from running.
- Attendance / tardies to school/class will be taken into consideration and are subject to disqualification from running.
- Regardless of outcome, all students participating in this year's election are allowed to run for class officer positions again next school year.

Campaigning: OPEN SEPTEMBER 27 – OCTOBER 14 (ELECTION DAY)

- **Disrespect to other candidates or faculty members is not tolerated in any way.**
Please contact administration if you have further questions about the content of your campaign materials or social media postings.

You are allowed to campaign to your fellow classmates, but **must** seek approval from Dr. Ortiz, Ms. Campbell, Mr. Mahon, or Mr. Morgan prior to posting or sharing any campaign posters or materials. All materials can be submitted to Ms. Favalora via email at favaloras@newlondon.org or brought to her office for review. Once materials have been approved, campaign materials can be posted around campus, etc.

Speeches:

- All students running for class office will prepare a speech, which they will record and submit to be shared with the school community. Speeches should be no longer than two minutes in length – practice your speech in advance to be sure it meets this requirement. Speeches should describe and express the candidate's reasons and desires for holding their particular office.
- All speeches must be submitted digitally to Ms. Favalora at favaloras@newlondon.org no later than **2:45PM on Thursday, October 7.**
- Speeches will be posted to the secondary.newlondon.org website to be shared with all students in Homeroom period during the week of **October 12. Voting closes on October 14.**

GENERAL CLASS OFFICER JOB DESCRIPTIONS *(duties may include, but are not limited to):*

PRESIDENT: shall serve as an advocate for all students and ensure that all class projects and activities are aligned with the class officers' overall goals.

- Represents and serves as a spokesperson for the class
- Communicates and works closely with class advisors
- Communicates with Class Advisor/Student Council Advisor regarding class events
- Publishes class meeting agendas and facilitates all class meetings
- Provides leadership and direction to other class officers, including delegating specific tasks, establishing clear deadlines, and monitoring progress
- Oversees any committees that are formed to assist with an event or project
- Participates in class planning and activities
- Participates in all Student Leadership Council meetings (held during advisory)

VICE-PRESIDENT: shall serve to support the class president.

- Is responsible for taking over the president's duties in his/her absence
- Implements strategies to increase attendance at class meetings and events
- Attends all class meetings
- Takes leadership roles on committees
- Communicates and works closely with the class president and class advisors
- Helps the class officers with all class events
- Participates in all Student Leadership Council meetings (held during advisory)

GRADE 12 POSITIONS ONLY:

SECRETARY: shall serve to improve the communication between class officers and students.

- Takes minutes at all class meetings
- Types up minutes (w/ date, all in attendance, ideas covered) for all class officers and class advisors
- Write thank you letters to those who have helped the class (parents, teachers, etc.)
- Publicize class events and meetings (posters, announcements, etc.)
- Updates and maintains all binders and folders related to specific class events, jobs (i.e. concessions), and meetings to be passed on to next year's officers
- Participates in all Student Leadership Council meetings (held during advisory)

TREASURER: shall serve to ensure that class finances are sound and wisely used for class activities.

- Acts as a money manager, keeping a record log of all income and expenditures throughout the year
- Give budget updates to other class officers and class advisors at all officer meetings
- Makes deposits to class fund
- Brainstorms and oversees all fundraisers
- Coordinates and keeps track of all sales/orders of class spirit wear (as applicable)
- Participates in all Student Leadership Council meetings (held during advisory)