

MISSION VIEJO HIGH SCHOOL
2015-2016
FRESHMAN CLASS PRESIDENT & VICE PRESIDENT INTERVIEWS

SCHEDULE

INTERVIEW PACKETS AVAILABLE.....On-line, April 3 through April 24
Website: tinyurl.com/missionviejohs or www.svusd.k12.ca.us/schools/mvhs

PETITIONS DUE.....**by Monday, April 27**
May be dropped off in the front office at MVHS, box marked FRESHMAN INTERVIEWS
Or emailed to stanfieldp@svusd.org

INTERVIEWS.....**Week of May 4**
By assignment

You must print all of the pages included with this packet. They must be filled out in ink, signed and returned complete or you will be disqualified from the interview process.

CLASS INTERVIEWS

In order to interview and hold a class office, students must have and maintain a minimum GPA of 2.50 or better, based on the previous semester/trimester and maintain that average while in office. You can have no more than one "U" in citizenship, and you must complete this interview packet and return to ASB by deadline.

Class President and Class Vice President **must** enroll in the third period Leadership Class.

A brief summary of the duties of all the officers follow:

PRESIDENT Presides at and prepares the agendas for all class meetings and coordinates all class functions, represents the class on ASB Council and works with the class representative. Will be enrolled in 3rd period Leadership Class.

VICE PRESIDENT Represents the class on ASB council and works with the class president. Will be enrolled in 3rd period Leadership Class.

MISSION VIEJO HIGH SCHOOL
TEACHER RECOMMENDATION

Please sign this petition for the approval of the candidacy of:

STUDENT'S NAME (Please print)

STUDENT EMAIL ADDRESS

STUDENT CELL NUMBER

GRADE LEVEL IN THE FALL

FOR THE OFFICE/INTERVIEW POSITION OF

TEACHER RECOMMENDATION –

NOTE: If student is receiving a “U” in Citizenship – DO NOT RECOMMEND.

PERIOD	SUBJECT	TEACHER'S SIGNATURE	RECOMMENDED	
			YES	NO
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

I HEREBY CERTIFY THAT ALL INFORMATION AND SIGNATURES ARE ACCURATE AND VALID.

Candidate's Signature

Date

RETURN TO MVHS OFFICE WITH COMPLETE PACKET

**ASB Officer
Accommodation Request
(IF APPLICABLE)**

The Saddleback Valley Unified School District is committed to providing an equal opportunity for all students to participate in the Associated Student Body Student Council without regard to race, national origin, sex or disability. It is our desire to ensure that the contributions and perspectives of all students are included in our programs and activities. To ensure this we will provide reasonable accommodations to include students with disabilities and English language learners.

Name: _____ Current Grade: _____

ASB Position: _____

Based on the job description duties outlined in the ASB Constitution and Election Application Packet, I am requesting the academic accommodations listed below, which are among those included in Section 504 of the Rehabilitation Act of 1973, Title II of the American with Disabilities Act of 1990, and Title VI of the Civil Rights Act of 1964. Requested accommodations are based on my individual need and can be verified by school records (i.e., IEP, 504 Plan, CELDT scores, etc.).

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

The individual need of all students meeting the academic and citizenship eligibility, who request accommodation, will be verified by the Activity Director by school records (i.e., IEP, 504 Plan, CELDT scores, etc.). Once verified the request for accommodation will be reviewed by a three member panel. Students will be apprised in writing of approval/denial of accommodation request within 2 work days of the application deadline.

Approved: ☐

Denied: ☐

Reason: _____

School Official: _____ Date: _____

Saddleback Valley Unified School District
ASB Officer
Selection & Accommodation Request Process

1. School student body is notified of the opportunity to run for an elected or appointed ASB officer position via school PA announcements, school web site, written and electronic bulletins, video broadcasts, posters and Homeroom Senate. Written materials will include the statement regarding nondiscrimination.
2. All high school teachers will receive an e-mail regarding the nondiscrimination statement and the ability of all students to be considered with or without accommodation for ASB positions. The email will ask teachers to inform students are aware of this process, as needed.
3. An informational meeting is held at lunch for all interested students. The activity director and current ASB officers explain the election process, eligibility requirements, calendar of dates and deadlines, and explain that accommodations are available for students who need assistance.
4. ASB Officer Election Application Packets are available to interested students in the ASB Office. All application packets include an Accommodation Request form.
5. Once the application window closes and applications have been submitted, the activity director conducts academic and good citizenship eligibility checks on all applicants and checks for any accommodation requests.
6. Students who are ineligible due to not meeting the academic or good citizen requirements will be informed by the activity director. Accommodation requests based on an individual need are verified via IEP, 504 Plan, CELDT scores, etc., and once verified are reviewed by a three member panel comprised of the ASB director, and two other members with knowledge/expertise in the area of the individual student's specific disability and/or English language development needs. Members of the panel could include the school psychologist, case carrier, ELD Coordinator, principal, teacher, or District administrator. Prior to reaching a determination, the panel will discuss the request with the student's parent or legal guardian in order to clarify and/or fully understand the request.
7. Students are notified in writing of approval/denial of accommodation request within 2 work days of the application deadline.
8. In the event a student is denied an accommodation, and wishes to appeal, the parent or student may appeal to the principal. If the issue is not resolved by the principal, a complaint alleging violation of federal or state laws or regulations governing educational programs may be filed through the Uniform Complaint Procedures.

MISSION VIEJO HIGH SCHOOL
ASB LEADERSHIP CLASS REQUIREMENTS

The following guidelines are provided to help you have a better understanding of what is required of you during your term of office.

1. Being a part of ASB requires a great deal of time, dedication and team spirit. Working with others and contributing to the total program is the main objective.
2. It is required that each officer complete all assignments under his/her job description and any other jobs delegated to him/her during the school year. In order to contribute to ASB as a whole, each member must participate on various committees and attend any ASB sponsored events, including, but not limited to one weekly sports/art events and one monthly assigned club meeting.
3. Being a member of ASB, at times, requires work to be done outside of the ASB class. This time commitment includes preparations for homecoming week, dances, and any other major ASB activity, as well as before and after school, snack and lunch responsibilities.
4. Each member of ASB is required to attend meetings scheduled during the summer. The purpose of these meetings is to prepare for the opening of school and upcoming events.
5. Each member is strongly encouraged to attend ASB camp held August 11-14, 2015 at UCSB. This is a wonderful bonding time for the new council. The cost of camp if the student chooses to attend is \$300.00 and payable to MVHS by May 29, 2015.
6. Most importantly, you must realize that ASB is a serious commitment. You must be willing to devote all of your time and energy to ASB during third period and place ASB duties above outside job and social activities.
7. A grade in Leadership is earned through attendance, job performance, service contributions to the school and community, and exemplary citizenship.
8. Participation in clubs, sports, performing and academic groups is encouraged and important in developing the all-around leader. However, these activities must not supersede ASB duties and must be coordinated with the Activities Director.
9. In most cases, student leaders will need to take at least 6 classes while in office. You must agree to remain on campus at lunch for school, club, and ASB council activities an average of 3 days per week.
10. The Saddleback Valley Unified School District is committed to providing an equal opportunity for all students to participate in the Associated Student Body Student Council without regard to race, national origin, sex or disability. It is our desire to ensure that the contributions and perspectives of all students are included in our programs and activities. To ensure this we will provide reasonable accommodations to include students with disabilities and English language learners.

I understand the above requirements and what is expected if elected.

Candidate Name – Print

Date

Candidate Signature

Parent Signature

RETURN TO MVHS OFFICE WITH COMPLETE PACKET

MISSION VIEJO HIGH SCHOOL
PARENT PERMISSION/CANDIDACY AFFIRMATION/CANDIDATE'S STATEMENT

PARENT PERMISSION

All Associated Student Body officers, class presidents, and class representatives are required to enroll in Leadership Class, third period. I am aware of the requirements and qualifications of student body officers at Mission Viejo High School as described in this election packet.

I hereby grant permission for my son/daughter _____

To run/interview for the office of _____

Parent Signature _____

Telephone Number _____

Date _____

CANDIDATES AFFIRMATION

I, _____ upon becoming a candidate for a student body office, agree to follow all election procedures as outlined in the election packet. If elected to office I further agree to take an oath of office upholding the Constitution of the United States of America, the Constitution of the State of California, and the Associated Student Body Constitution of Mission Viejo High School.

Candidate Signature _____

For the office of _____

Date _____

RETURN TO MVHS OFFICE WITH COMPLETE PACKET