

Student Government & Class Officer Candidate Campaign Rules and Regulations 2020

Welcome to Student Government Elections for the 2020-2021 school year. This document is designed to provide you with all the important information you need to run for election for class officer this year. Be sure to read all of it as this year's election process is different from previous years.

Campaign Timeline:

October 19 : Election and Campaign rules released

October 23 : Letter of intent is due to Mrs. Raguzin via email at draguzin@hufsd.edu (details below)

October 30 : Campaign videos due (details below)

November 2-6 : Voting via Google Form

Campaign Process and Rules

1. You must first submit a **letter of intent** via email to Mrs. Raguzin at draguzin@hufsd.edu by Friday October 23. The letter should be a short paragraph describing what position you want to run for and why you feel you are qualified for that position.
2. You will need to submit a **video** detailing why you want the position you are running for. The video will need to be titled with your name, class year, and desired position and shared with Mrs. Raguzin on Google Drive no later than **Friday October 30th**. This video will be shared with the student body via Google Form when students vote during the week of November 2nd.
3. Videos must be 1 minute or less. You may edit, or add graphics etc. to enhance your video, but it must stay to the point.
4. Videos must be positive in nature and focus on why you are best for the position. Students who include anything negative about other students, or anything deemed inappropriate will be asked to re-do their video or possibly be disqualified.
5. **You may not begin campaigning until you have submitted your letter of intent**
6. Campaigning can be done by putting up posters around the school (see below) and through social media (see below). You will be disqualified if any campaign materials (physical and digital) are put up before this date and time.
7. **All posters must be approved** by Mr. Moriarty (room 127) or Mrs. Raguzin (room 144) **before** they are put up. **No banners or oversized posters and no stickers may be placed on school property.**

8. **No food or candy** is allowed to be given out as a part of a campaign.
9. All campaign material **must be positive** and not include anything negative about other students. This includes in and outside of school *and* social media.
10. Any social media campaigning must be done through **personal accounts only** - you may not use accounts previously designated as “class accounts” or the like.

Class Officer Contract

1. All class officers must meet with their advisors once a week (dates and times to be determined by the class advisor).
2. You must participate in the administration, planning and execution of all class activities, including Homecoming,, fundraising, etc. You are expected to attend all Student Government activities including Safe Halloween and Stuff the Bus Food Drive.
3. As school officers, you are representatives of your class and your school and so you are expected to maintain a high degree of good citizenship and school spirit. This includes good behavior, leadership and involvement. At any time that an officer displays behaviors that can be considered negative they may be put on probation. Any further negative activity may result in a member losing his or her position, which may be determined by the advisors.

Student Government Officer Responsibilities

President

- **Represent the class to the community & school administration**
- **Call & conduct class meetings**
- **Conduct weekly meetings with advisors**
- **Assist & supervise all class activities**
- **Attend GO meetings & fulfill any Student Government responsibilities**

- Carry out duties designated by the class and advisors

Vice President

- Chair meetings and represent class in the absence of the president
- Assist & supervise all class activities
- Attend GO meetings & fulfill any Student Government responsibilities
- Carry out duties designated by class, advisors and GO advisors

Treasurer

- Chair all fundraiser activities and committees
- Handle all financial responsibilities and paperwork (billings, reimbursements, etc.)
- Attend all class meetings & fulfill any Student Government responsibilities
- Attend GO meetings & fulfill any Student Government responsibilities

Recording Secretary

- Keep attendance records of class meetings
- Keep minutes of class meetings
- Keep records of all class activity participants
- Attend all class meetings & fulfill any Student Government responsibilities
- Attend GO meetings & fulfill any Student Government responsibilities

PR Coordinator

- Publicize all class activities with posters, announcement and flyers, and coordinate approval of posters/announcements/flyers
- Manage any student government social media accounts
- Photograph events
- Decorate and maintain Student Government display board
- Responsible for all written communication (invites, thank you notes, notices, letters, requests, contracts, surveys, etc.)
- Attend all class meetings & fulfill any Student Government responsibilities
- Attend GO meetings & fulfill any Student Government responsibilities