

***Sennett Student Council***  
***SSC***

**Purpose:**

The purpose of Sennett Student Council is:

- ◆ to make the school and community a more pleasant place for all students and faculty by promoting school spirit cooperation and good citizenship
- ◆ to organize and run activities that work to bring together the student body and community
- ◆ to act as a median between students and faculty
- ◆ to provide leadership and a unified voice for the student body.

Big 5

- ◆ Student council
- ◆ Student body
- ◆ Staff
- ◆ School
- ◆ Community

**Expectations:**

All

1. Represent the students in your homeroom. Know their thoughts, ideas and beliefs.
2. Attend all meetings
  - On time
  - Keep an organized Student Council folder
  - Focus on Student Council activities and the topic at hand
  - Stay throughout the entire meeting
  - Take part in one committeam and support others when necessary.
  - Clean up after yourself (no garbage, dirty table, papers, nothing is left behind)
3. Contribute ideas, time and energy.
4. Maintain confidentiality on the Student Council matters when necessary.
5. Share the minutes with homerooms within 2 days of receiving a copy.
6. Keep the commitments made to Student Council.
7. Keep a positive attitude toward others and respect others' ideas.
8. Work to improve leadership skills.
9. Serve as an advisor to the principal.
10. Take pride in, maintain loyalty and support decisions made by Student Council.
11. Rotationally participate in Parent, Student, Teacher organization meetings (PTSO)
12. In the event of a vacancy within the Student Council, the position will only be filled.
  - \*Removal from Student Council will occur if a member has three unexcused absences, or if a situation arises that in the opinion of any Council member or the advisor merits serious disciplinary action.

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#### **President**

1. Run the order of business at meetings
  - ◆ Call on raised hands in a fair manner when someone wishes to be recognized
  - ◆ Makes sure decisions are made on a majority vote.
  - ◆ Intervenes in any disputes during meetings.
  - ◆ Follows the agenda and keeps members from getting off track.
  - ◆ Encourages and sets an example in courtesy and attentive listening to others.
  - ◆ Keeps a pleasant climate during meetings.
2. Acts as a representative of Student Council at any community and school events
3. Meets with administrators & Student Council officers.
4. Perform above and beyond the call of duty on a daily basis.
5. Maintain high quality relationships and interactions with staff, students and community members.

#### **Vice President**

1. Fills in for or helps the President following the above responsibilities.
2. Acts as a representative of Student Council at any community and school events
3. Meets with administrators & Student Council officers.
4. Perform above and beyond the call of duty on a daily basis.
5. Maintain high quality relationships and interactions with staff, students and community members.

#### **Secretary**

1. Takes notes during meetings.
2. Acts as a representative of Student Council at any community and school events
3. Meets with administrators & Student Council officers.
4. Perform above and beyond the call of duty on a daily basis.
5. Maintain high quality relationships and interactions with staff, students and community members.

#### **Advisor**

1. Communication with the staff & administration
2. Set up meetings
3. Get permits when necessary
4. Acting treasurer
5. Notify members and officers of performance issues
6. Evaluations: of events, activities, meetings and Student Council in general
7. Plan Student Council group activities
8. Create meeting agendas, review minutes and copy for each Student Council representative.
9. Send a copy of minutes to all staff.
10. Make sure minutes are posted on the schools website.
11. Have written materials translated.
12. Has final say in everything

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**Committeams: 6**

There will be set committeams students may chose from. There will also be temporary committeams students will be required to assist when needed. (such as 5<sup>th</sup> grade orientation and organizing wishes and food drives)

Committeam chairperson and co-chair responsibilities:

1. Set additional meeting times and places.
2. Lead all committeam meetings.
3. See that all activities your committeam is in charge of are completed on time.
4. Notify the advisor at least one week in advance if you need to have supplies.
5. Give a verbal report of the progress and activities of the committeam at the next Council meeting.

**PROMOTION AND BULLETIN BOARD**

*Main goal- to make sure Student Council gets recognition and all events sponsored are advertised to students, staff, parents and the community.*

1. Write articles for the Sennett newsletter.
2. Write articles for the school district newsletter.
3. Write any necessary correspondence ie. Thank you notes, announcements and press releases.
4. Update in a timely manner the Student Council bulletin board that hangs by the CRC.
5. Hand in announcements for all events to the advisor.
6. Make posters to advertise Student Council sponsored events.

**ADULT APPRECIATION**

*Main goal-to show our staff and volunteers we appreciate them.*  
In charge of planning activities for staff.

**STUDENT APPRECIATION**

*Main goal-to let students know that Student Council recognizes their efforts.*

1. Welcome new students & community visitors to our school by giving them tours and supporting them.
2. Provide recognition to students who make a difference in our school or have made an effort in some club through the extracurricular spotlight section of the bulletin board updated each month.
3. Give feedback and suggestions for incentive & spirit activities.

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**COMMUNITY SERVICE**

*Main goal-getting involved in our community*

1. Monthly contribute to the community
  - ◆ September: Koats for Kids & Coin drive
  - ◆ October: Canturbury Literacy Walk
  - ◆ November: Food Drive-.counting items, boxing items, theme, load boxes, deliver boxes, check for appropriate food.
  - ◆ December:
  - ◆ January:
  - ◆ February: Pennies for Patients-distribute tally sheets, make tally sheets for office windows, record homeroom progress on tally sheets, report weekly total to Advisor, transport total to the bank.
  - ◆ March & April:
  - ◆ May:

**LEADERSHIP**

*Main goal-to plan student council leadership and needs*

1. Raise money to support our activities
  - Campbell soup labels
  - Box Tops for education-recut coupons, count total amounts
2. Organize student council activities
3. Communicate student council needs and issues to the advisor

**SCHOOL SPIRIT**

*Main goal-recognizing clubs, athletics and music programs during competitions and events.*

1. Creating signs for clubs, athletics and music programs when they have something special going on.
2. Organizing special days/events for the entire student body to participate in.
3. Brainstorm and follow through with a school improvement item each quarter.

**TEMPORARY COMMITEAMS**

- ◆ Boo Mail
- ◆ Winter Wishes: count out slips into bundles of 50/100, daily sorting during lunch, final sort during special after school meetings, count all and mark the back of each students bundle.
- ◆ 5<sup>TH</sup> Grade visitation
- ◆ Summer registration days
- ◆ PTSO representation and baby sitting