



Oregon Association of Student Councils

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ATTENTION: Activity Advisers and Student Leaders

The Oregon Association of Student Councils (OASC)
presents

2016-2017 High School Student Council / Leadership Recognition Program

Dear Advisers and Student Leaders:

OASC, through its Student Council / Leadership Recognition Program, is issuing your council a challenge – the challenge of excellence! This program offers the opportunity for your council to grow and improve. It is not intended to be a competition among councils; rather, its purpose is three-fold:

1. **To be a goal-setting and planning tool for advisers and student leaders as they plan out their year. This program can help you achieve a balanced year of activities.**
2. **To be used as an evaluative tool throughout the year – to help you see what you've accomplished, and stay focused on what you are striving for.**
3. **A method whereby OASC can effectively recognize member schools within the state.**

The following pages contain a description of activities and services, which your student leaders may wish to accomplish. Please note that points are given for each completed activity. Councils earning enough points will qualify for **GOLD, SILVER or BRONZE** status, and will be honored at the OASC Spring Conference, April 30 - May 1, 2017 and will receive specially designed certificates with a seal indicating their specific recognition. The OASC office will also prepare a media release for your local newspaper. After all, we can all use a little good news! Because we operate under the "honor system," we ask your cooperation in being fully truthful in your scoring – even if it means qualifying for a lower category. Remember, achieving any one of the categories is an accomplishment to be proud of!

The application with attached evidence must be in the OASC office by Thursday, April 6, 2017. Creating a Dropbox or Google Docs and sharing that with me is a very easy and efficient way to submit electronically. Since this program runs from **spring to the following spring**, those councils that participated last year may include points acquired after the April deadline last year. The only requirement is that your school must be an active OASC member school in order to participate.

On behalf of the OASC Board of Directors, I wish your council an exciting and fulfilling year. Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Sara Nilles".

Sara S. Nilles
OASC Executive Director

OASC
2016-2017 HIGH SCHOOL
STUDENT COUNCIL / LEADERSHIP RECOGNITION PROGRAM
Applicant Information and Statements of Validation

School Name _____ District _____

OASC Region _____ County _____

Address _____

City _____ Zip _____ Phone _____

Adviser's Name _____

Adviser's E-mail _____

Principal's Name _____

Principal's E-mail _____

ASB President or Student Representative Name _____

As Principal, Adviser and President (student rep.), our signatures affirm that we have reviewed the application and that all information is complete and correct, and that all evidence and information prepared and submitted for evaluation was accurate and complete.

ASB President's Signature _____ Date _____

Adviser's Signature _____ Date _____

Principal's Signature _____ Date _____

Qualifying Level: Please check level of award for which your student council / leadership program qualifies.

(Check one) _____ GOLD

_____ SILVER

_____ BRONZE

TOTAL POINTS EARNED _____

MEDIA RELEASE (optional)

Name and Contact Information for Press Release to be sent:

2016-2017 High School Student Council / Leadership Recognition Program

Certificate Categories:

<u>TOTAL</u>	<u>DESCRIPTION</u>
243 - 270.....	GOLD
202 - 242.....	SILVER
162 - 201.....	BRONZE

I. LEADERSHIP DEVELOPMENT

A. SCHOOL

- _____ 1. Give your school **5 pts.** if you hold an out-of-school leadership /planning retreat.
- _____ 2. If your council has developed a mission statement and/or goals for the school year give your school **5 pts.** (Evidence marked I.A.2)
- _____ 3. Give your school **5pts.** if you have a student(s) serving on your school's site council, school board, equity team or something similar
Student(s) name and committee: _____
- _____ 4. Give your school **5 pts.** if they have participated in a specialized school-wide training that promotes student voice and input (i.e. RSVP/Raising Student Voice & Participation, PBS/Positive Behavioral Support, Equity Training etc.).
Name of the training: _____
- _____ 5. Give your school **3 pts.** if you planned for a leadership guest speaker.
Guest speaker's name and topic: _____
- _____ 6. Give your school **2 pts.** if you attach documents from the leadership guest speaker, such as photographs, newspaper coverage, thank you letters, etc. (Evidence marked I.A.6)

B. STATE

- _____ 1. 2016-2017 OASC Membership (**5 pts.**)
- _____ 2. 2016 OASC Fall Conference Attendance (**5 pts.**)
- _____ 3. 2016 OASC Spring Conference Attendance (**5 pts.**) (This refers to the previous spring)
- _____ 4. 2017 OASC Winter Energizer Attendance (**1 pt. per person, max. 5 pts.**)
- _____ 5. 2016 OASC Summer Camp Attendance (**1 pt. per person, max. 5 pts.**)
- _____ 6. If a student from your school presented a workshop at an OASC event (**5 pts.**)
i.e. Winter Energizer, Conferences, Camps
- _____ 7. If your adviser attended OASC Summer Camp, the Oct. Adviser workshop and/or Summer Adviser Leadership Institute (**5 pts.**)
- _____ ** **5 BONUS points** Did your school prepare a basket for the "Friends of OASC Scholarships" at either Spring or Fall Conference?

_____ **LEADERSHIP DEVELOPMENT SECTION TOTAL (60 PTS. POSSIBLE)**

II. PROCEDURES and ORGANIZATION

A. CONSTITUTION

- _____ 1. Give your school **5 pts.** if you provide a copy of your constitution (Evidence II.A.1)
- _____ 2. Give your school an additional **2 pts.** if you have documentation that your constitution has been revised or reviewed within the last 4 years (Evidence II.A.2 or may be within Evidence II.A.1)
- _____ 3. Constitution posted and easily accessible to all students (**3 pts.**)
Where is it posted? _____

B. FINANCIAL PROCEDURES

- _____ 1. Give your school **10 pts.** for having a written budget and showing evidence that students are involved in the budget monitoring and reconciliation. Evidence may include such things as: student produced budget proposal, minutes showing student input, signed school form for expenditures – please do not include bookkeeper produced account ledger. (Evidence II.B.1)

C. ORIENTATION OF MEMBERS

- _____ 1. If you host an Induction Ceremony, orientation, or event for newly elected members (**5 pts.**)
- _____ 2. Written resources provided to members, including job description, contact information, goals, calendar, code of conduct and constitution (**5 pts.**)

D. INPUT FROM STUDENT / FACULTY / COMMUNITY

- _____ 1. Submit evidence of how you receive input from the following parties: (**15 pts.**)
- Students
 - Faculty / Administration
 - Community

(Evidence II.D.1.a - II.D.1.b - II.D.1.c)

E. MEETINGS

- _____ 1. Council / Leadership meetings are regularly scheduled (**5 pts.**)
- _____ 2. Submit evidence that meeting agendas are set prior to the meeting and meeting minutes are taken. Students are aware of and follow the meeting “norms”. (**5 pts.**) (Evidence II.E.2)

F. COMMUNICATION

- _____ 1. Council / Leadership team report regularly with your school administration (**5 pts.**)
- _____ 2. Designated area in your school for students to find information on events and a calendar of your school activities is prepared, distributed and publicized (**15 pts.**)
(This can include Website and/or Social Media sites) (Pictorial Evidence II.F.2)
- _____ 3. Media Publicity (School, town, state newspaper, online media, radio, TV broadcast)
Attach any publicity that your student council/leadership created or received for each activity (**2pts. each, max. of 10 pts.**) (Evidence II.F.3)
- _____ 4. Established procedure for communication and coordinating of clubs
(i.e, Inter-club council etc.) (**5 pts.**)
- _____ 5. Active communication with middle / elementary feeder school admin & students (**5 pts.**)
- _____ 6. Active communication with other nearby high schools in your area (**5 pts.**)

_____ **PROCEDURES and ORGANIZATION SECTION TOTAL (100 PTS. POSSIBLE)**

III. ACTIVITIES

A. SPORTSMANSHIP

All schools must agree to and adhere to the rules and regulations set forth by the OSAA. However, does your school go beyond that? Receive points for the following:

_____ 1. Did your school do something special to help another school? **(5 pts.)** Please explain:

_____ 2. If your school actively supports and encourages students to attend a variety of events including drama, choir, speech and other club activities **(5 pts.)**

B. COUNCIL / LEADERSHIP SPONSORED ACTIVITIES

Below are 4 categories of activities your council could sponsor or spearhead during a given year. List your activities under the appropriate category. (Evidence III.B.1 – III.B.2 – III.B.3 – III.B.4)
Evidence = Description of each event/activity, purpose, date/time/place, % attendance if applicable.
Photo evidence optional.

** Each category can include up to 4 events worth 5pts each, for a total of 20 points in each category.

1. School Spirit and Pride

- a. _____
- b. _____
- c. _____
- d. _____

3. Community Service

- a. _____
- b. _____
- c. _____
- d. _____

2. Recognition / Appreciation

- a. _____
- b. _____
- c. _____
- d. _____

4. Unity/Diversity/Equity

- a. _____
- b. _____
- c. _____
- d. _____

_____ **ACTIVITIES SECTION TOTAL (90 PTS. POSSIBLE)**

IV. EVALUATION

_____ A. COUNCIL / LEADERSHIP GROUP EVALUATION

Has your Council / Leadership formalized a process for evaluation of its functions? **(10pts.)**
This is not an evaluation on a particular person but the group as a whole.
(Evidence IV.A)

_____ B. LEAVING A LEGACY

Development and implementation of a plan to pass on evaluations / reflections of events to the next year's leaders **(10pts.)**
(Evidence IV.B)

_____ **EVALUATION SECTION TOTAL (20 PTS. TOTAL)**

EVIDENCE CHECKLIST

- I.A.2 Mission Statement / Goals
- I.A.6 Leadership Guest Speaker
- II.A.1 Constitution
- II.A.2 Constitutional revision dates
(optional if not included in II.A.1)
- II.B.1 Financials
- II.D.1.a Input from community - students
- II.D.1.b Input from community – faculty / administration
- II.D.1.c Input from community – parents / community
- II.E.2 Meetings
- II.F.2 Where information can be found
- II.F.3 Media / Publicity
- III.B.1 School Spirit / Pride
- III.B.2 Recognition / Appreciation
- III.B.3 Community Service
- III.B.4 Unity / Diversity / Equity
- IV.A Group Evaluation
- IV.B Leaving a Legacy
- Our application is labeled, organized and includes the information cover page with validation signatures and scoring checklists.
- Extra: Submit a group photo to be on the big screen at Spring Conference