

OAK HILL SCHOOL STUDENT COUNCIL

EXECUTIVE BOARD:

President
Vice President
Secretary
Treasurer

GENERAL ASSEMBLY:

All Executive Officers
Student Representatives from each homeroom in
grades 3, 4, 5

PURPOSE OF THE OAK HILL STUDENT COUNCIL:

- to foster pride in Oak Hill Elementary School
- to stimulate personal growth in building an increased awareness of rights and responsibilities
- to encourage the development of leadership skills
- to provide an opportunity for students to actively participate in the democratic process
- to initiate, plan, and support identifiable service to the school/community
- to encourage participation of student body in appropriate programs of action

QUALIFICATIONS FOR HOLDING OFFICE:

- completes classroom assignments on time
- consistently behaves in a manner that reveals a sense of responsibility and respect for others
- is punctual – on time to school and class
- generally uses good common sense in making decisions and handling problems
- communicates effectively
- is an active participant in small and large group class activities
- teacher approval
- academic criteria (9 weeks prior and while serving)
 - 80 or above in all subject areas
 - 3 or 4 in conduct
 - 3 or 4 in Work/Study

DUTIES OF OFFICE - PRESIDENT

- **The president shall preside at all meetings of the council, general council, executive board and special meetings.**
- **The president shall follow Robert's Rules of Order in conducting of meetings.**

SELECTING A PRESIDENT:

Grade requirements: Each 5th grade class may submit two names to be placed on the ballot for the office of president.
One outstanding boy and one outstanding girl.

Selection criteria: Each candidate must meet the criteria specified under qualifications for holding office.

Class nominations: After carefully considering the qualifications;

- **each class will formulate a list of nominees**
- **nominees will be given an opportunity to accept or decline the nomination**
- **each class member may vote for two individuals, one boy and one girl**
- **the boy and girl within each 5th grade class receiving the highest number of votes shall be placed on the ballot for the office of president**

General elections: Students in 4th and 5th grades will elect the Oak Hill Student Council President. Each student in the grades specified above will cast one vote for the candidate of their choice. The candidate with the highest number of votes will be declared the winner. In the event of a tie, a run off election will be held shortly after the general election.

Term of office: The president shall assume his/her office immediately following the general election and serve until the end of the present school term of his/her election.

DUTIES OF OFFICE - VICE PRESIDENT:

- the vice president shall preside in the absence of the president
- the vice president shall assist in forming plans for the year's work and also perform other duties delegated
- the vice president shall serve as member of the executive board

SELECTING A VICE PRESIDENT:

Grade requirements: Each 4th grade class may submit two names to be placed on the ballot for the office of vice president.
One outstanding boy and one outstanding girl.

Selection criteria: Each candidate must meet the criteria specified under qualifications for holding office.

Class nominations: After carefully considering the qualifications;

- each class will formulate a list of nominees
- nominees will be given an opportunity to accept or decline the nomination
- each class member may vote for two individuals, one boy and one girl
- the boy and girl within each 4th grade class receiving the highest number of votes shall be placed on the ballot for the office of vice president

General elections: Students in 4th and 5th grades will elect the Oak Hill Student Council Vice President. Each student in the grades specified above will cast one vote for the candidate of their choice. The candidate with the highest number of votes will be declared the winner. In the event of a tie, a run-off election will be held shortly after the general election.

Term of office: The vice president shall assume his/her office immediately following the general election and serve until the end of the school term of his/her election.

DUTIES OF OFFICE - SECRETARY

- **The secretary shall serve as a member of the executive board**
- **The secretary shall keep accurate minutes of all meetings**
- **The secretary shall conference with office staff regarding student council projects involving reservations of campus space, time on school calendar, and equipment needed to implement projects.**

SELECTING A SECRETARY:

- Grade requirements:** Each 5th grade class may submit two names to be placed on the ballot for the office of president. One outstanding boy and one outstanding girl.
- Selection criteria:** Each candidate must meet the criteria specified under qualifications for holding office.
- Class nominations:** After carefully considering the qualifications;
- each class will formulate a list of nominees
 - nominees will be given an opportunity to accept or decline the nomination
 - each class member may vote for two individuals, one boy and one girl
 - the boy and girl within each 5th grad class receiving the highest number of votes shall be placed on the ballot for the office of president
- General elections:** Students in 4th and 5th grades will elect the Oak Hill Student Council Secretary. Each student in the grades specified above will cast one vote for the candidate of their choce. The candidate with the gighest number of votes will be declared the winner. In the event of a tie, a run-off election will be held shortly after the general election.
- Term of office:** The secretary shall ssume his/her office immediately following the general election and serve until the end of the present school term of his/her election.

DUTIES OF OFFICE - TREASURER:

- **the treasurer shall serve as a member of the executive board**
- **the treasurer shall keep accurate records of funds earned and used by the student council**
- **the treasurer shall conference with office staff regarding student council projects involving fundraising activities**

SELECTING A TREASURER:

- Grade requirements:** Each 4th grade class may submit two names to be placed on the ballot for the office of treasurer. One outstanding boy and one outstanding girl.
- Selection criteria:** Each candidate must meet the criteria specified under qualifications for holding office.
- Class nominations:** After carefully considering the qualifications;
- each class will formulate a list of nominees
 - nominees will be given an opportunity to accept or decline the nomination
 - each class member may vote for two individuals, one boy and one girl
 - the boy and girl within each 4th grade class receiving the highest number of votes shall be placed on the ballot for the office of treasurer
- General elections:** Students in 4th and 5th grades will elect the Oak Hill Student Council Treasurer. Each student in the grades specified above will cast one vote for the candidate of their choice. The candidate with the highest number of votes will be declared the winner. In the event of a tie, a run-off election will be held shortly after the general election.
- Term of office:** The treasurer shall assume his/her office immediately following the general election and serve until the end of the present school term of his/her election.