

## MIDDLE YEARS STUDENT COUNCIL

2013 – 2014

Student Council members are expected to set a good example, help fellow classmates, be respectful, punctual and work to the best of their abilities in and out of the classroom.

Student Council is a big commitment that spans the entire school year, and members should understand that they may be removed if they cannot fulfill their duties.

Positions and Responsibilities:

*EACH Middle Years Student Council Member is responsible for attending ANY and ALL meetings throughout the 2013-2014 school year.*

1. President: (Grade 8)

*The duties of the President will be:*

1. Attend all Senior Student Council meetings on Wednesdays at 11:38 and inform the Vice President when unable to do so
2. Report any pertinent information to the Grade 6 and 7 Room Reps, who in turn will make an announcement to their homeroom immediately following the meeting
3. To report any pertinent information from the Senior Student Council meeting to their Grade 8 homeroom on Wednesdays at 12:32
4. To take turns writing the Middle Years Student Council newsletter article with the VP
5. Help with any and all activities of the Middle Years Student Council
6. Duties as assigned by the advisor / Senior President as they arise throughout the year

2. Vice President:

*The duties of the Vice President will be:*

1. Attend any Senior Student Council meetings that the President is unable to be present for and report pertinent information back to Room Reps
2. To take turns writing the Middle Years Student Council newsletter article with the President
3. Help with any and all activities of the Middle Years Student Council
4. Duties as assigned by the advisor / Senior Vice President as they arise throughout the year

3. Secretary:

*The duties of the Secretary will be:*

1. Read the minutes of the previous meeting
2. Record meeting minutes
3. To keep attendance at each meeting
4. Help with any and all activities of the Middle Years Student Council
5. Duties as assigned by the advisor / Senior Secretary as they arise throughout the year

4. Sports Rep:

*The duties of the Sports Rep will be:*

1. To collect the house team points from Mrs. Birch at the end of every intramural sport
2. To create thermometer charts for each house team (4)
3. To post the thermometers under the team banners and fill them in once points are collected
4. To help the Senior Council Sports Rep distribute and collect Middle Years jerseys
5. To help the Senior Council Sports Rep collect sports fees from Middle Years students
6. To maintain a student / coach list for each Middle Years sports team and fees
7. To help with any and all activities of the Middle Years Student Council
8. Duties as assigned by the advisor / Senior Sports Rep as they arise throughout the year

5. Social Rep:

*The duties of the Social Rep will be:*

1. To oversee the planning of all Middle Years Fun Days and choose dates for these events

This will include, but may not be limited to:

- Holding planning meetings during morning recess with all Middle Years Council members to discuss appropriate activities and necessary supplies for Fun Days
  - Delegating responsibilities for set up, supply collection, checking with staff about use of facilities, clean up
  - Keeping detailed lists of which students are responsible for the above mentioned items
2. To help with any and all activities of the Middle Years Student Council
  3. Duties as assigned by the advisor / Senior Social Rep as they arise throughout the year

6. Grade 6 Room Rep:

*The duties of the Grade 6 Room Rep will be:*

1. To report any pertinent information from the Senior Student Council meetings to their Grade 6 homeroom on Wednesdays at 12:32
2. To work with the Grade 7 and 8 Room Reps to decorate the Middle Years hallway each month (to be done at recess / noon hour / after school)
3. To work with the Grade 7 and 8 Room Reps to make monthly calendars for the Middle Years bulletin boards and be sure they are posted (to be done on the library printer)
4. To take pictures of Middle Years events throughout the school year and organize them under the guidance of Mrs. Mathison
5. Duties as assigned by the advisor as they arise throughout the year

7. Grade 7 Room Rep:

*The duties of the Grade 7 Room Rep will be:*

1. To report any pertinent information from the Senior Student Council meetings to their Grade 7 homeroom on Wednesdays at 12:32
2. To work with the Grade 6 and 8 Room Rep to decorate the Middle Years hallway each month (to be done at recess / noon hour / after school)
3. To work with the Grade 6 and 8 Room Rep to make monthly calendars for the Middle Years bulletin boards (to be done on the library printer)
4. To take pictures of Middle Years events throughout the school year and organize them under the guidance of Mrs. Mathison
5. Duties as assigned by the advisor as they arise throughout the year

8. Grade 8 Room Rep:

*The duties of the Grade 8 Room Rep will be:*

1. To work with the Grade 6 and 7 Room Rep to decorate the Middle Years hallway each month (to be done at recess / noon hour / after school)
2. To work with the Grade 6 and 7 Room Rep to make monthly calendars for the Middle Years bulletin boards (to be done on the library printer)
3. To take pictures of Middle Years events and teams throughout the school year and organize these photos under the guidance of Mrs. Mathison (media box, folders, etc)
4. To speak to coaches and set up times to take **team photos**
5. The Grade 8 Room Rep will also be responsible for the collation of photos into MovieMaker for the **year end video** under the guidance of Mrs. Mathison. This will need to be maintained and updated frequently throughout the year to lessen the burden in June. The Grade 8 Room Rep may call on other Middle Years Student Council members to assist as necessary.
6. Duties as assigned by the advisor as they arise throughout the year

Name: \_\_\_\_\_ Position applied for: \_\_\_\_\_

Please answer the following *on a separate piece of paper to be attached*:

**What qualities do you possess that would make you the best candidate for the position you are applying for? Be as specific and detailed as possible.**

All applications will be read by Mrs. Huberdeau and considered by all Middle Years staff. Please note that **regardless of outcome, all student opinions and contributions are welcome and appreciated!**

This application is to be returned no later than September 9, 2013.

Student signature: \_\_\_\_\_

Parent signature: \_\_\_\_\_

