

George S. Henry Academy Student Council

Student Council Declaration

The purpose of the student council is to:

- a. Develop attitudes of and practice in promoting good citizenship and community
- b. Assist in the management of the school as the coordinating body for all student activities and organizations (clubs/councils), including overseeing the calendar and budget
- c. Provide a forum for student expression
- d. Provide orderly direction of school activities and participate in most, if not all school events to model Henry school spirit
- e. Promote the general welfare of the school and be role models to other students

Student Council Structure

The council will be made up of:

- 1 President
- 2 Vice-Presidents
- 1 Secretary
- 1 Financial Officer
- 1 Communications Officer
- 4 Jr. Representatives

*****Please note any SAC member cannot be an Executive member of any other club/council during the serving term on SAC*****

President - 1 position

Requirements to apply:

- Must be in Grade 12 for the serving term
- Must currently have an average of 70% or better
- Must maintain a minimum average of 70% for the serving term
- Must have been an executive member of a club/council in grade 10 or 11
- Excellent attendance record

Roles and Responsibilities:

- Chair all SAC meetings
- Call/chair/adjourn meetings including monthly General Council Meetings
- Represent SAC at staff meetings when necessary
- Plan SAC events with vice president and delegate roles
- Attend all SAC meetings
- Attend all SAC events
- Participate in morning announcement rotation
- Must be in uniform throughout the school day

VicePresident - 2 positions (must be in grade 11 or 12 for the serving term)

Requirements to apply:

- Must currently have a minimum average of 70%
- Must maintain a minimum average of 70% for the serving term
- Excellent attendance record

Roles and Responsibilities:

- Coordinate and organize all SAC events with SAC president
- Draft event proposals with the assistance of the President
- Attend all SAC and General Council meetings
- Ensure all necessary materials are acquired for each event
- Delegate roles and responsibilities for these events to other SAC member
- Chair/Adjourn all SAC meetings including the monthly General Council Meetings ONLY when the President cannot attend
- Participate in morning announcement rotations
- Must be in school uniform throughout the school day

Communications Officer - 1 Position

Requirements to apply:

- Must be grade 11 or 12
- Must currently have a minimum average of 70%
- Must maintain a minimum average of 70% for the serving term
- Excellent attendance record

Roles and Responsibilities:

- Write all necessary announcements and receive teacher advisor approval and signature
- Update SAC display board
- Update and oversee all social media accounts
- Manage and direct all technological needs for assemblies; submit tech requirements sheet for each event
- Keep track of all SAC or TDSB school wide events to post on social media accounts
- Participate in morning announcement rotation
- Must be in uniform throughout the school day

Secretary - 1 position

Requirements to apply:

- Open to all grades (10-12)
- Must currently have a minimum average of 70%
- Must maintain a minimum average of 70% for the serving term
- Excellent attendance record

Roles and Responsibilities:

- Discuss weekly agenda items for upcoming SAC meetings and General Council meetings with president and an advisor
- Emailed agenda to all SAC members and advisors
- Update SAC Google Calendar
- Record minutes from each SAC meeting and General Council meeting and send email of minutes to all members
- Track attendance at each SAC meeting
- Organize and maintain all SAC school mail
- Participate in morning announcement rotation
- Must be in school uniform throughout the school day

Treasurer - 1 position

Requirements to apply:

- Must be in grade 11 or 12
- Must currently have a minimum average of 70%
- Must maintain a minimum average of 70% for serving term
- Excellent attendance record
- Strong mathematical skills required

Roles and Responsibilities:

- Create budgets for all SAC projects/events/fundraisers
- Report financial information when necessary to the council
- Collect and return cash box or money till when payments are being collected
- Ensure the till is balanced at all times (under the supervision of an advisor)
- Assist with the depositing of money along with an advisor
- Participate in morning announcement rotation
- Must be in uniform throughout the school day

Jr. Grade Representatives(1 male/1 female gr. 9 rep; 1 male/1 female gr. 10 rep)

Requirements to apply:

- Grade reps must have a minimum average of 70% in current grade
- Must maintain a minimum average of 70% for serving term
- Excellent attendance record

Roles and Responsibilities:

- Attend all SAC events
- Promote SAC events to their grade
- Bring all issues and concerns of their grade to SAC
- Must NOT miss more than 3 SAC meetings
- Participate in morning announcement rotation
- Must be in uniform throughout the school day

Disclaimer:

Although every Student Council position has their designated roles, being a part of Student Council means being a part of a team and every member must work together. You will often find yourself doing duties that were not originally in your job description. This includes staying after school to create promotional banners, setting up and cleaning up after events, some early mornings throughout the year and taking on the duties of absent members when necessary.

Election/Application Information

1. The President and Vice President will be elected by the student body at large.
2. All other Executive positions will be chosen through an application and interview process.
3. Each candidate for the Executive must have an application signed by their parents and 3 staff members. (2 classroom teachers and 1 current staff advisor)
4. The applicant's current year teachers will be asked to fill out a form indicating whether or not the student is fit to run.
5. Students wishing to be President must prepare a campaign speech, of no more than 3 minutes and must follow guidelines for these speeches. All campaign posters must have the approval of a Student Council Advisor. Candidates will be limited to 10 posters to be environmentally friendly.
6. The President will be chosen based on winning a simple majority of the votes and upon accepting the position will sign a pledge that contains an outline of their responsibilities.
7. **All members of the Executive will commit to participating in a full-day meeting to be held the week before school begins.**
8. All members of the Executive must realize that Student Council requires a significant commitment of time and energy on a weekly basis. Students must be willing to take on the responsibilities, and expected behaviours and attitudes of a leadership role within the school. **You will be role models and are expected to act accordingly!**
9. Executives that do not fulfill their duties, academic responsibilities or behave inappropriately may be removed from office or will be put on probation for a time determined by the staff advisor or school administration and may be removed from office.