

# SBO APPOINTED

Application due on February 25th

SBO Appointed Application 23-24  
school year



Farmington High School  
2023-2024

**SBO Appointed**  
2023-2024

**Requirements to run for Appointed Office:**

1. Fill out ONLINE application by February 25<sup>th</sup> @ 2:30 – Available on the school website homepage or on the QR code on the posters around the school advertising elections.
  - a. If you ran for an elected position, you must fill out a new application for appointed.
2. 3.0 Cumulative GPA on 2<sup>nd</sup> term report card
3. No Us – must be on track with citizenship credits to graduate.
4. Submit a DIGITAL portfolio by February 27<sup>th</sup> @ 2:30 pm
  - a. Requirements for portfolio will change based on which position you are applying for.

**Election Process:**

1. You will apply for 1 of the 3 positions:
  - a. Tech - work as producer, videographer, and/or photographer and write scripts for assemblies
  - b. Diversity and Inclusion – Head of Inclusion week, highlights underrepresented background, and advocate for students.
  - c. Designer – Digitally design shirts/posters/decorations/flyers/social media posts
2. Results will be determined as 60% Portfolio/ 40% Group interview.
  - a. Group interviews will be in groups of 4-5 starting on March 10<sup>th</sup>.
    - i. Professional Dress is required.
    - ii. You will all be asked 1 question and then complete a series of tasks as a group.
    - iii. There will be 1 facilitator and up to 4 observers – 2 teacher and 2 previous class officers.
3. Students will return to school at 6 pm – Students will take down all their posters.
  - a. Everyone will be given an envelope and sent home to open it. Winners will be announced on social media Saturday March 11<sup>th</sup>.

**Rules and Regulations**

1. You must complete all the requirements listed above ON TIME to be considered.
  - a. Any grade changes or Us that need to be cleared must be done BEFORE you submit your application.

**Digital Portfolio Requirements:**

1. You will create a ONEDRIVE folder with your name and class you are running for.
2. Digital format ONLY
3. Must be submitted by Friday February 17<sup>th</sup>.
  - a. You will upload all your digital content into the folder. Once you are ready you will share the folder with Mrs. Larson.
4. Digital Portfolio
  - a. You can use any digital medium you choose to create your portfolio (Canva, PowerPoint, Prezi, Sway etc)
    - i. Tech portfolio Requirements
      1. Make a video to showcase your editing and filming skills.
      2. Introduce yourself.
      3. 1-2 minutes
      4. Introducing your theme idea for next year
    - ii. Diversity and Inclusion portfolio requirements
      1. Digital presentation (any medium you choose)
      2. Introduce yourself.
      3. Diversity Week Theme
      4. Digital Poster advertising Diversity Week
      5. 1 Lunchtime Activity for Diversity Week

- iii. Designer portfolio requirements
    - 1. Digital presentation (any medium you choose)
    - 2. Introduce yourself.
    - 3. Create a school theme for next year.
    - 4. Shirt Design
    - 5. Digital Poster
    - 6. Picture of a Hand drawn poster (optional)
  - b. Portfolio will be scored on the following rubric.
    - i. Scores will be from 1-5 (1 being the lowest and 5 being the highest)
      - 1. Overall execution
      - 2. Communicating accurately and precisely on instructions
      - 3. Ideas presented.
    - ii. Portfolios will be reviewed by 3 advisors and up to 3 previous officers – scores will be averaged and ranked.
5. Group interview Rubric
- a. In small groups – students will complete 2 tasks – solving a problem together and situational planning event (ie, team goes to the state championship)
  - b. Students will be observed on the following criteria.
    - i. Good Listener
    - ii. Cooperation
    - iii. Supporting Others
    - iv. Following Instructions
    - v. Leadership
    - vi. Efficiency
  - c. Interview questions
  - d. Once all the interviews are finished, observers will rank each of the candidates from lowest to highest.

### **Mandatory Summer Dates**

- 1. June 18-24<sup>th</sup> – Travel Leadership conference – Location TBD
- 2. Farmington High School parade – July 7<sup>th</sup> and 8<sup>th</sup>
- 3. July 11<sup>th</sup>-13<sup>th</sup> – At FHS leadership conference
- 4. Weekly Meetings
  - a. July 19<sup>th</sup> (Partial Day)
  - b. August 2<sup>nd</sup> (Partial Day)
  - c. August 9<sup>th</sup> (Partial Day)
  - d. August 16<sup>th</sup> (All day)

### **Fee Breakdown Estimate**

Travel Leadership Conference: Not Required: Location TBD: 1400.00- Optional

SBO Sweater: 200.00 – Will order it after elections end.

SBO Gear: 150.00 – Includes: Summer Shirts, Homecoming Shirt, Phoenix Provides Shirt, SBO Crewneck, SBO T-shirt

SBO Gear: Optional: Socks, Water bottle, hat, Thread wallet bag

Leadership Conference @ FHS: 50.00 – Mandatory