



Name: _____

Dear ASB Applicant for the 2023-2024 school year,

Thank you for your interest in applying for Associated Student Body! Being on ASB is an important job that requires a lot of time, effort, dedication, and responsibility. It also is very rewarding, gives you great memories and opportunities to have fun, and gets you involved in the lives of all students on campus. ASB officers are in charge of the school activities for each semester.

We will be selecting 5-8 qualified freshmen to serve as coordinating members of ASB. In September, an election will decide which of these members will be selected as Freshman Class President.

Please read the packet carefully. Failure to comply with the rules and regulations will result in disqualification. Be very careful that you meet the GPA qualifications. If you have any questions, please contact Ms. Figueroa in the ASB office (949) 515-6553. Be sure you know the deadlines and meet them. Thank you for wanting to be a part of the ASB team. Good Luck!

****Timeline for Freshman Coordinator Candidates****

March 6th, 2023 – Applications are available on the Estancia High School ASB Website.

March 31st, 2023 – Teacher Recommendations due

April 6th, 2023 – All Applications are due back to your ASB Advisor.

April ?, 2023 – Interviews will be held at TeWinkle. (TBD)

April 27th, 2023 – Candidates are notified about results.

Coordinators will be determined by the selection committee. Please turn your application in accordance with the dates above.



ASB Freshman Coordinator Application

Name: _____ Phone: () _____

Email: _____

Address: _____

City: _____ Zip Code: _____

1. Teacher Recommendations:

You must have at least two teachers fill out the teacher recommendation form on page 6 and 7 of the application. The two teachers must currently have you in their class. Coaches are not an acceptable choice for this recommendation.

Please list the two teachers that you are receiving teacher recommendations from (please print two blank letters of recommendation from the application packet).

1. _____

2. _____

2. Assistant Principal Recommendation:

I recommend the aforementioned candidate as an outstanding representative of _____ School.

Assistant Principal Signature

3. Guidance Counselor Recommendation:

I recommend the aforementioned candidate as an outstanding representative of _____ School with a 2.75 GPA or greater for the previous semester.

Guidance Counselor Signature

GPA for previous quarter

4. Written Response:

Candidate will need to write a one-page response to the question on page 3 of the application.

5. ASB code of Conduct:

Student and parent must sign the ASB Code of Conduct prior to submission of the application.

For office use only:		Reviewed by: _____
All Signatures are present	Yes No	Project Present: _____
Letters of Recommendation are present	Yes No	
Student is eligible for candidacy review	Yes No	Date: _____

Estancia High School ASB Candidate Questions

***Answer the following questions (be legible):**

- 1. Define leadership in your own words.**
- 2. Why do you want to be in ASB?**
- 3. What skills, talents or qualifications do you have that would make you an asset to the leadership program at Estancia?**

Lined writing area consisting of 30 horizontal lines.

ASB Code of Conduct
Please read through carefully

I, the undersigned, solemnly swear that I will abide by the following Code of Conduct set forth by the Estancia High School ASB. The following standards of eligibility, conduct, and responsibilities shall apply to all members during their term of office. The term of office shall run for the entire school year.

1) **Academic Achievement**

- a) I will maintain an academic 2.75 GPA computed on a 4.0 scale
- b) If I receive less than a 2.75 GPA during my term, I understand that there will be consequences and limitations to my involvement in ASB. Receiving less than 2.75 could be cause for dismissal from the office by the administration of Estancia High School.
- c) I understand I may be asked to submit a record of my scholastic achievements to the Activities Director at the end of each grading period.

2) **Behavioral Standards**

- a) As a member of ASB, I realize that my conduct must be beyond reproach at all times, on and off campus. (It is critical that you understand the full implications of this statement. Violation will result in dismissal from office. Ask Ms. Figueroa if you need further explanation.)
- b) I will uphold the constitution and my oath of office.
- c) I will cooperate with and support the ASB President & Activities Director
- d) I will abide by school dress regulations at all times.
- e) I will not carry or use any illegal substances or stimulants, drugs, alcohol, etc. at any time, on and off campus.
- f) I will display good sportsmanship at all times
- g) I will maintain a satisfactory citizenship/ attendance record.
- h) I understand that if I am suspended from Estancia High School, I may be suspended from ASB temporarily or permanently, as determined by the Estancia High School Administrative Team.
- i) Failure to comply with any of these rules may result in immediate removal from office as determined by the Estancia High School Administration Team.
- j) Posting of negative material on campus, within social media, etc. will result in immediate removal from ASB.

3) **Leadership Class**

- a) Leadership class is an essential part of ASB. Being a part of this class means you will constantly learn how to improve your leadership skills.

4) **Responsibilities of Office**

- a) I understand that attendance to class is mandatory
- b) I understand that the same school rules apply in this classroom as any other.
- c) I understand that I am to show up to class on time. (Being late will result in a tardy.)
- d) I understand that I am not to use my cell phone in class. Class time will be used for instruction and class projects.
- e) I understand that it is my responsibility to work on projects/ assignments given to me during class periods.
- f) I understand that, regardless of my position, I will be assigned various tasks that deal with all aspects of ASB.
- g) I understand that I will be assigned work tasks at all ASB functions and that it is my responsibility to work at ASB events.
- h) I understand that being on ASB is a huge time commitment. I am prepared to work during break, lunch, after school, and some evenings to fulfill my duties.
- i) I understand that I am expected to set up and clean up after all activities.
- j) I understand that if I am elected to a commission office, I must be enrolled in the Student Government class during the bell schedule.
- k) I understand that I will be assigned, and expected to execute, tasks by the Activities Director, Advisor and /or the ASB President.

Violation of any of the stated rules is cause for removal from office. Removal from office is determined by the Estancia High School Administration Team, pursuant to the regulations set forth by the ASB constitution.

Candidate's Name _____ Candidate's Signature _____

Parent or Guardian's Name _____ Parent or Guardian's Signature _____

Estancia High School Student Leadership Application

Thank you for completing this form! All information will be used for admission purpose only and will be treated in the strictest confidence.

Student Name: _____ **Position Seeking:** _____

Teacher Name: _____ **Teacher Signature:** _____

* Please check the box that most accurately represents the student. Please submit all evaluations to Ms. Figueroa by **March 31st, 2023**.

Leadership

- A true coach/leader in the class
- Consistent positive influence
- Solid leadership qualities (can improve)
- Follower
- Strong influence in a negative way

Drive to Succeed

- Top 10% (driven in everything)
- Highly motivated
- Very solid
- Sporadic (does so only when asked)
- Below what is required

Attendance

- Excellent attendance
- Occasionally absent
- Frequently absent
- Tardy frequently.

Ability to Work in Groups

- Top notch leader. Amazing in any group.
- Always works well in groups.
- In general, productive (needs some prodding)
- Fairly adequate (needs to improve)
- Poor quality/off task all the time

Maturity

- Very mature, beyond their age
- Mature for age
- Somewhat immature
- Very immature

Academic Achievement

- Far above expectations
- Above expectations
- Good student
- Somewhat below expectations
- Below what is expected

General Disposition - Mark all that apply

- Model student behavior wise
- Very positive on a daily basis
- Very respectful on a daily basis
- Disrespectful/challenging at times
- Socially a disruption at times

How strongly would you recommend this student: _____

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