

# JUANITA HIGH SCHOOL

## 2026-2027 ASB ELECTION INFORMATIONAL PACKET

### What is student government?

- Student government consists of students who are elected and appointed to create opportunities and activities for the Student Body, manage money raised for student activities, and work to create a safe and fun school culture that allows for involvement of all.
- Juanita's student government (ASB Officers) is comprised of the Leadership & Project Management (Leadership 2) Class, who are elected or appointed to a role as defined in the Juanita High School Constitution.
  - The Leadership Development class is offered for students who want to get started in Leadership and learning leadership skills, consists of foundational concepts, and supports activities planned in Leadership 2.
  - The Leadership & Project Management class consists of all elected ASB Officers, Class Senators, and Appointed Commissioners. This class leads the production of campus events, activities and programs.

### What specifically does ASB do?

- Plan school-wide events
- Serve as representatives of the student body to staff & administration
- Conduct weekly meetings with ASB Advisor
- Lead leadership class in planning assemblies, fundraisers, and more!

### ASB Executive Board – *this group focuses on school-wide events, fundraising and community building.*

- **President (12<sup>th</sup> grade only, previous ASB experience required):** oversees all programs & events, facilitates meetings, promotes school unity and spirit, delegates tasks as needed.
- **Vice President (11<sup>th</sup> or 12<sup>th</sup> grade):** supports the President and fills in during the President's absence, maintains communication with Class Faculty Advisors.
- **Secretary (11<sup>th</sup> or 12<sup>th</sup> grade):** maintains accurate records and takes minutes in meetings.
- **Treasurer (11<sup>th</sup> or 12<sup>th</sup> grade, prior knowledge of budgeting and handling finances required):** manages the finances and all financial paperwork, according to ASB Law and LWSD policies, manages the yearly budget.
- **Public Relations Director (11<sup>th</sup> or 12<sup>th</sup> grade):** oversees, maintains, and organizes all communications including the social media accounts, public relations, and date coordination for events. Communicates ASB work to other stakeholders (admin, staff, etc.).

### Other Elected Positions in Student Government:

- **Spirit Commissioner (2 openings; 11<sup>th</sup> or 12<sup>th</sup> grade):** leads the development of school culture at athletic & arts events, and assemblies. Gets the crowd engaged and excited. Develops plans to support the Ravens in academics and extracurriculars in addition to athletics.
- **Club Coordinator (10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade):** responsible for coordinating involvement of clubs with the school. The person for club advisors to develop ideas with and students to find a matching club or starting new ones.
- **Diversity & Equity Commissioner (10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade):** enhances and develops school culture by ensuring diversity & equity of clubs and school activities. Work with ASB and Clubs to build in opportunities for diverse celebrations and activities.

**Class Senators** – *this group serves as representatives for their graduation class.*

- **Senator (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup> grade, 3 each):** represent their grade to conduct grade level class activities and business activities. Advocate for students of their grade level. Required to attend class cabinet meetings in an advising role to support their cabinet (Typically Wednesdays at lunch).

#### **How are all elected positions determined?**

- 33% teacher evaluations
- 33% interview scores
- 34% student body vote

#### **Appointed Positions:**

- Appointments will be determined by ASB Advisor & current Executive Board. All 6 commissioner roles will be represented next year.
- Appointments are selected by the following:
  - 50% teacher evaluations
  - 50% interview
- **Freshman Mentor Commissioner (11<sup>th</sup>, 12<sup>th</sup> grade):** upperclassmen role to support the freshman class (and transfer students) with inclusion into Juanita. Works with Executive Board, Link Crew Coordinators and Activities Coordinator. Required to be a member of Link Crew in good standing.
- **Technology Commissioner (10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade):** aids the promotion and implementation of audio and video technology into ASB events, committees, and club organizations. Develop digital advertising via Canva or Photoshop. Works closely with ASB Communications Director.
- **Aesthetics Commissioner (10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade):** responsible for decorating and maintaining campus environment.
- **Athletics Liaison (10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade):** Works with Athletic Director and Athletic Secretary to promote athletics and recognition at JHS.
- **Arts Liaison (10<sup>th</sup>, 11<sup>th</sup> or 12<sup>th</sup> grade):** Works with Performing Arts staff and Activities Coordinator to promote the performing arts & recognition of such at JHS.
- **General Commissioner (10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade):** These positions, titles and duties will be decided on an ongoing basis, as determined by the ASB Executive Board and Activities Coordinator. Input from those applying will be used as part of your application/interview to determine a placement.

#### **What are the requirements to be an ASB Officer?**

- Sign and abide by the Student Government Code of Conduct (in Application Packet)
- Must have a minimum of 2.75 cumulative GPA with an upward trend annually upon application
- Maintain a minimum 2.75 GPA in current classes during their time in Student Government
- Maintain acceptable attendance
- Purchase an ASB card in August
- Be involved in all Student Government activities as required by class
- Be enrolled in 4 or more classes at all times @ JHS (including Leadership & Project Mgmt II)
  - Attendance of only 3 JHS classes will require a meeting with ASB Advisor to determine a plan to ensure you are able to attend all required ASB meetings and components of service.
- Be enrolled the following year as the required grade year for the position you are applying for.
- As an ASB officer, the expectation from Mr. Salmi is that you prioritize this role. ASB is required to take priority over service as an elected officer in other clubs.

### What kinds of candidates are we looking for?

- ASB is for students who love being a Raven, have exemplary behavior, and want to share that love with others. For people who are genuinely committed to improving school culture, are self-starters who want to learn how to plan large and small events, from start to finish, and who enjoy challenges, problem solving, and taking initiative.

Who is elected when?		
First Round: March 6 <sup>th</sup>	Second Round: April 10 <sup>th</sup>	Appointed (After Spring Break)
<ul style="list-style-type: none"> <li>ASB Executive Board               <ul style="list-style-type: none"> <li>President</li> <li>Vice President</li> <li>Secretary</li> <li>Treasurer</li> <li>Public Relations Dir.</li> </ul> </li> <li>Spirit Comm.</li> <li>Club Comm.</li> <li>Diversity &amp; Equity Comm.</li> </ul>	Class Senators (3 per grade) <ul style="list-style-type: none"> <li>Sophomore</li> <li>Junior</li> <li>Senior</li> </ul>	<ul style="list-style-type: none"> <li>Freshman Mentor Comm.</li> <li>Technology Comm.</li> <li>Aesthetics Comm.</li> <li>Athletics Liaison</li> <li>Arts Liaison</li> <li>General Comm.</li> </ul>

### IMPORTANT DATES (FIRST ROUND):

<b>Monday 2/16</b>  NO SCHOOL (PRESIDENTS DAY)	<b>Tuesday 2/17</b>  Election Packets Available!  <b>Tell your friends!</b>	<b>Wednesday 2/18</b>  Info Meeting – 1:05pm RM214 <b>Attendance highly encouraged!</b>	<b>Thursday 2/19</b>  Info Meeting – 8:00am RM214 <b>Attendance highly encouraged!</b>	<b>Friday 2/20</b>
<b>Monday 2/23</b>  Applications due today @ 3:35pm  Teacher recommendation forms sent out by today	<b>Tuesday 2/24</b>	<b>Wednesday 2/25</b> Campaign: Submit a copy of fliers and poster for approval to Salmi by 1:30pm	<b>Thursday 2/26</b>  CAMPAIGN WEEK STARTS – poster and fliers go up  Written speech due to Mr. Salmi today	<b>Friday 2/27</b>  Speech filming option 1 – Before or After School  (You will be contacted after applying for a time slot).
<b>Monday 3/2</b>  Speech filming option 2 – Before or After School  (You will be contacted after applying for a time slot).	<b>Tuesday 3/3</b>  Final due dates for teacher recommendation forms – remind your teachers before today!	<b>Wednesday 3/4</b>	<b>Thursday 3/5</b>	<b>Friday 3/6</b>  Elections in Homeroom open until 11:59 am.  Results will be released by end of the day.  All campaign materials taken down by end of the day.

## ASB ELECTION PROCESS:

*\*Make sure to check the previous page for important dates!\**

### ALL Student Candidates (For first election)

- **STEP 1: Attend an informational meeting (optional, but HIGHLY recommended).**
- **STEP 2: Complete and submit your application:**
  - Applications are due Monday February 23<sup>rd</sup> at 3:35pm to Mr. Salmi (Room 214). You may submit them at any time beforehand.
- **STEP 3: Give out teacher evaluations**
  - Send to 5 teachers of your choice by Monday February 23<sup>rd</sup>. Link will be provided by Mr. Salmi after submitting your application (please give up to 24 hours after submitting application to receive your link).
  - **TREASURER ONLY:** you will have one additional teacher or adult recommendation that can vouch for your prior experience in either mathematics or finance.
- **STEP 4: Interview**
  - These will be scheduled by the Mr. Salmi (tsalmi@lwsd.org) and coordinated **via school email**. You are expected to confirm your attendance via email as well (Please "accept" the meeting in your email/outlook calendar).
  - Any student who fails to show for their interview without advance notice may be removed from the election process.
- **STEP 5: Make a speech**
  - Speeches will be pre-recorded then aired in Homeroom on March 6<sup>th</sup>.
  - Speeches will be recorded on February 27<sup>th</sup> or March 2<sup>nd</sup> before school. Please let Mr. Salmi know if either of these two dates do not work for you as soon as possible to arrange an alternate time.
  - Speeches are limited to 90 seconds maximum.
  - The candidate may not make any negative comments towards other candidates.
  - The candidate may not use the names of any of the current officers in a way to endorse themselves.
  - The candidate must not use an accent different than their normal voice.
  - Failure to follow the speech guidelines may disqualify the candidate.
- **STEP 6: Campaign Rules**
  - No social media campaigning is allowed. This includes reposting and posting on your personal social media accounts.
  - Candidate may create up to 10 letter-sized fliers (8.5" x 11") and 2 large posters of standard poster size (22" x 28")
  - ASB supplies may be used, contact Mr. Salmi to coordinate.
  - All flyers and posters must be approved by Mr. Salmi before they are put up (they need his signature). Flyers and posters not approved may be removed.
  - Campaign posters can go up 1 week before the election and must be taken down by the day after. It is the candidate's responsibility to take down any posters/fliers put up by the end of the day on election day. (2026 Dates: February 26<sup>th</sup> – March 6<sup>th</sup>).