

Oakwood School

HSSC OFFICER ELECTION PACKET 2026-27

Please turn in the two-sided application only.
Other information should be kept for your reference.

Oakwood School

STUDENT COUNCIL OFFICER ELECTIONS 2026-2027

BASIC REQUIREMENTS FOR ALL:

All students participating in High School Student Council must commit to the following:

- Attend all mandatory meetings, which include weekly lunch meetings.
- Attend and actively participate in **all** Student Council activities. This includes setting up and taking down all temporary décor from scheduled activities if help is needed. Times TBA.
- Maintain high standards of conduct and Oakwood's expectations for students, including meeting GPA requirement for the position held, maintaining the dress code, and avoiding any disciplinary actions. Student Council members are expected to positively represent the school and lead the student body.

Failure to comply with any of the above requirements will result in sanctions, including possible removal from office.

IMPORTANT DATES FOR CANDIDATES:

Wednesday, March 18	Applications available in the Student Center.
Wednesday, March 25	Mandatory Candidates Meeting held at lunch in Room 55 for all students interested in running for Student Council officer positions.
Thursday, April 2	Applications due by noon to Dr. Pak for anyone interested in running for Student Council officer positions. Candidate list will be posted outside of the Student Center at the end of the day.
Tuesday, April 21	Campaigning begins. All campaign materials must be pre-approved by Dr. Pak before posting.
Wednesday, April 22	Candidate speeches due to Dr. Pak by noon. Speeches must be kept to less than three minutes. Candidates must not substantively deviate from approved campaign materials or speeches.
Friday, April 24	Candidate speeches given during Assembly. Voting will be held via secure online ballots. Election results posted at the end of the school day.

***** Class Representative Elections will be held in the Fall *****

OFFICIAL RESPONSIBILITIES:

PRESIDENT (Requirements - Senior, one year Student Council experience, minimum 3.0 unweighted GPA)

- Serves as symbolic leader and role model for all high school students
- Monitors all Student Council officials to ensure completion of duties and projects
- Serves as an Ambassador for Oakwood High School; must attend all OHS events
- Plans the agenda for Student Council meetings
- Conducts Student Council meetings
- Serves as Master of Ceremonies at school functions, when needed
- Works closely with the Dean of Students to create vision and direction for the Council

VICE PRESIDENT (Requirements - Sophomore, Junior, or Senior, min. 3.0 unweighted GPA)

- Designs committee structure and works with Commissioners to form committees
- Assists President as an Ambassador for Oakwood High School
- Works with the President to plan meeting agendas
- Runs meetings in the absence of the President
- Manages all aspects of high school fundraising
- Forms and oversees the Fundraising Committee

SECRETARY (Requirements - Sophomore, Junior, or Senior, min. 3.0 unweighted GPA)

- Takes notes (minutes) of all ideas, suggestions, and dates in student council meetings
- Manages the Student Council calendar
- Oversees Morning Announcements schedule
- Forms and oversees the Assembly Committee, weekly Community Meeting

TREASURER (Requirements - Sophomore, Junior, or Senior, min. 3.0 unweighted GPA)

- Gives financial briefing monthly at Student Council meetings
- Manages tickets and revenue for all Student Council activities
- Manages inventory and purchases for Student Center supplies

SERVICE LEARNING COMMISSIONER (Requirements - Sophomore, Junior, or Senior, min. 3.0 unweighted GPA)

- Manages Service Learning postings in Student Center
- Maintains Service Learning online page
- Organizes student volunteers for Thanks and Giving, Fund Run, and other campus events
- Coordinates Service Learning opportunities
- Forms and oversees the Service Learning Committee

DANCE COMMISSIONER(S) (Requirements - Sophomore, Junior, or Senior, min. 3.0 unweighted GPA)

This office may be shared by two people

- Manages high school dances
- Forms and oversees the Dance Committee

ACTIVITIES COMMISSIONER(S) (Requirements - Sophomore, Junior, or Senior, min. 3.0 unweighted GPA)

This office may be shared by two people

- Manages high school activities, including spirit rallies, assemblies, games, and special events
- Forms and oversees the Activities Committee

COMMUNICATIONS COMMISSIONER(S) (Requirements - Sophomore, Junior, or Senior, min. 3.0 unweighted GPA)

This office may be shared by two people

- Produces posters for dances and activities
- Manages Student Council communications (HSSC Instagram account)
- Student Council liaison with Communications Director (Ms. Babayan)

CLASS REPRESENTATIVES (Requirement – min. 2.5 unweighted GPA)

Elections held at beginning of the school year - one rep per ten students in each grade

- Represent their class's interests to High School Student Council
- Serves on a Committee (Fundraising, Service Learning, Dance, Activities, Communications, or Assembly)
- Periodically reports back to class on Student Council plans and decisions
- Officiates occasional meetings during class advisory meetings

Students must be fully re-enrolled for the 2026-27 school year in order to submit an application.

Questions? Please contact Dr. Pak: jpak@oakwoodway.org

Oakwood School

High School Student Council Officer Application 2026-27 School Year

Name: _____

Current Grade Level: _____

Student Council Position Applying for: _____

If running for Commissioner position (Dance, Activities, Communications), name of co-Commissioner candidate:

List all extracurricular activities you plan to participate in for the 2026-27 school year:

_____	_____
_____	_____
_____	_____

Do you understand that Student Council requires dedication, responsibility, hard work, and commitment of time outside of school hours? If you need to miss a meeting or event due to illness or schedule conflict, you must notify HSSC President and Dr. Pak in advance.

Do you understand that attending all Student Council meetings and events is mandatory?

YES or NO

Describe three qualities or skills you possess that would be beneficial to your role in Student Council:

List any previous leadership positions/experiences: _____

Please have three DIFFERENT teachers complete the back of this form. Student and Parent/Guardian signature required before submission.

Teacher Recommendation from _____ (Teacher Name)

I affirm that this student has clearly exhibited the necessary qualities to be a part of High School Student Council. Those qualities are: responsibility, leadership, good behavior, respect, and citizenship.

Teacher Signature: _____ Date _____

Teacher Recommendation from _____ (Teacher Name)

I affirm that this student has clearly exhibited the necessary qualities to be a part of High School Student Council. Those qualities are: responsibility, leadership, good behavior, respect, and citizenship.

Teacher Signature: _____ Date _____

Teacher Recommendation from _____ (Teacher Name)

I affirm that this student has clearly exhibited the necessary qualities to be part of High School Student Council. Those qualities are: responsibility, leadership, good behavior, respect, and citizenship.

Teacher Signature: _____ Date _____

I, _____, understand that as a member of Oakwood High School Student Council
Please Print Your Name

and a leader of Oakwood High School, I must set a good example for my peers. I will abide by all school rules and policies including those listed in the Oakwood Student Handbook. I will attend ALL Student Council events, and maintain the required GPA during the school year. ***I understand that failure to follow the rules and policies set by Oakwood High School as well as those stated in the Oakwood Student Handbook and Oakwood Student Council Bylaws, may result in my dismissal from Student Council.*** I also understand and agree to the following election guidelines:

1. Students may only campaign from Tuesday, April 21 to Friday, April 24.
2. Posters may be placed anywhere on the high school campus, but may only be hung with painter's tape (blue), and may not be hung on the lockers, red doors, or teacher doors.
3. Candidates will not put down any other candidate in any of their campaign materials or speeches. Doing so may result in the candidate's name being removed from the ballot.
4. Food, gifts, or other such "bribes" MAY NOT be handed out. Buttons, stickers, and t-shirts are allowed.
5. The use of running mates or "tickets" is not allowed. Each candidate runs for office as an individual, except for Commissioner positions.
6. All posters and speeches must be approved by Dr. Pak. Unapproved campaign materials are not to be posted. Candidates must not substantively deviate from approved speeches. Doing so may result in the candidate's name being removed from the ballot.
7. All posters must be taken down following the election by 4 pm on Friday, April 24.

Student Signature _____ **Date** _____

My child and I have read this application, as well as eligibility criteria and the duties of the office. We understand the commitment my child is making to Oakwood High School Student Council.

Parent/Guardian Signature _____ **Date** _____

Signatures in the section below will be handled by Dr. Pak

2026-27 Enrollment Confirmation: _____ **Date** _____
Office Staff Member Signature

Principal's Approval: _____ **Date** _____
Principal Signature