**Student Council ASB Meeting Format and Requirements**

**Revamp w/Distance Learning**

Students enrolled in Student Council will be required to formally meet the requirements of ASB meetings format. Please read the directions below:

1. It is mandatory to be present at all Formal ASB meetings. The instructor will notify class when these meetings will occur.
2. Each student must be dressed in professional red polo attire for this zoom meeting.
3. The ASB President will run this meeting and the Activities Director will facilitate by asking questions based on the content presented.
4. Format of presentations: The listed information will be the order of presentations for the ASB meeting.
	1. Activities Director will take attendance. ASB Administrative Coordinator will take formal minutes.
	2. Reimbursements/Expenditures if applicable during distance learning.
	3. ASB Executive Board present (Board Member, Admin Coordinator, VP, President)
	4. Seniors present
	5. Juniors present
	6. Sophomores present
	7. Freshmen present
	8. Commissioners present (Rally, Public Relations, Athletics, Spirit, Technology, Historian, Renaissance/Link)
	9. Standing Committees present if applicable
	10. Special Committees present if applicable
	11. Old Business
	12. New Business

***Directions:*** Students will be required to write a formal assessment of their job and responsibilities. Even if the student is not directly in charge of the event, a report must be completed and will be due in google classroom and published on the student’s weebly site. This document will be assigned prior to the meeting date. This is a graded assignment of all students.

Content that must be present in Report:

1. Name **1pt**
2. Position **1pt**
3. Date **1pt**
4. Position assessment: discuss what you have done in your position thus far and what still needs to be completed. **5 pts**
5. Professional development: student will discuss how they have worked to develop professional skills through schoolwork, class discussion, homework, etc. The student will explain how it has helped them grow in preparation for life after high school. **10pts**
6. Concerns/Change – that you would like addressed (cannot leave this section blank!) **5pts**
7. Positive comment – list one or multiple positive comments about a committee or person in the class based on their job assessment. **5pts**
8. My Impact: How have you changed the world today? What impact have you made on this campus amongst your peers? Refer to your Core Principles as a reference. **5pts**

Grading:

1. Present at meeting on zoom (mandatory) – 5 points
2. Dressed professional with polo– 5 points
3. Information turned into classroom and published on website – 10 points
4. Content in report – 33 points

**Total point value – 53 points**