



SDHSAA OUTSTANDING STUDENT COUNCIL

2009-10 Report Form

_____	_____
School	Street or P.O. Address
_____	_____
City	Zip Phone
_____	_____
Signature of Sponsor/Advisor	Signature of President

Signature of Principal/Activities Director

Person Submitting Entry: _____
(Print)

Signature _____

Title _____

A NOTE TO THE ADVISOR:

The 2009-10 school year marks the twentieth year that the SDHSAA has sponsored the "Outstanding Student Council" project. The goal of the SDHSAA is to provide this incentive program as a service to SDHSAA member schools and thereby increase the number of schools involved in the project each year.

The purpose of the "Outstanding Student Council" project is to give Student Councils the praise and recognition they deserve for a well-done job. Those councils recognized as "Outstanding" have well rounded programs and are active on the local and state levels; they have done an exemplary job in their schools.

Participation in the program should be viewed as a self-evaluation project. The SDHSAA would hope that all schools participate in this valuable activity.

If you have any questions, call Ken Pickering at 224-9261 for further details.

SDHSAA OUTSTANDING STUDENT COUNCIL PROJECT

Awards and Recognition:

All High School Student Councils that achieve satisfactory points, as based on the criterion which follows, will be designated as an "Outstanding Student Council" and will receive a recognition certificate presented by the SDHSAA.

The Student Council Advisory Committee and the SDHSAA staff will evaluate the nominations. **Schools must have at least 500 points to be considered for recognition. Any school that achieves 500 or more points plus submits the required master calendar or agenda for 6 meetings and the meeting minutes from 6 meetings will be designated as an "Outstanding Student Council".**

Time Period Covered: April 16, 2009 to April 15, 2010

Deadline When to Submit Report: Between April 16 and April 25, 2010

(The Report Form must be postmarked no earlier than April 16 and no later than "on or before" April 25. Forms postmarked either earlier or later than the deadlines will not be accepted.)

Send This Form To: Ken Pickering
SDHSAA
P.O. Box 1217
Pierre, SD 57501

How to Submit Report:

Please fill out the form carefully. *(Fill in the points on both the "Entry Form" and the "Tally Page".)*

Student Councils wishing to participate in the program might wish to appoint either a committee or an individual within the council to work on the nomination form and to keep it current throughout the year.

The form is divided into three parts:

- A. PART I** is the "Entry Form" which asks for routine information about the composition and operation of the council.
- B. PART II** is the "Criteria Rating Form". It is in PART II that a real feel and understanding of your council can be developed. When completing PART II, just fill in the "possible points" which you receive from each completed activity in the blank next to the activity and briefly supply the information requested in the space provided. **For Example:** If you've presented and discussed as a student council your objectives for this year, place 10 points next to that item on the form. (See: page 4, item C.)
- C. PART III** is the "Tally Page" in which all the information from PART II is summed up by placing the earned points in the appropriate blanks and providing a total of the points earned.

NOTE: REPORTS RECEIVED WITHOUT POINTS BEING RECORDED OR WITHOUT POINTS BEING TOTALED WILL NOT BE ACCEPTED.

COMPLETE & SEND IN THE REPORT FORM (The Cover Page And All Three Parts Of This "Outstanding Council" Report Form) BETWEEN APRIL 16 - 25, 2010

Outstanding Student Council Designation:

Any school that submits the following will be designated an "Outstanding Student Council":

- Copies of the agenda for 6 meetings or 1 master calendar
- Copies of the minutes from 6 meetings
- At least 500 points (based on the criteria as explained throughout this Report Form)

**PART II - OUTSTANDING STUDENT COUNCIL
CRITERIA RATING FORM
2009-10**

IN COMPLETING THIS FORM, PLEASE NOTE THE FOLLOWING:

*Provide ALL information requested (including explanations when requested)
Remember to fill in all points on both the "Entry Form" and "Tally Page" – Points not
completed will not be counted towards the points for the "recognition"
No pictures are to be included when submitting this "Report Form".*

POINTS SCORE

I. OBJECTIVES

A. Does your Council have General Objectives?
 Yes _____ No _____ If "yes" - - - - 20 _____
 1. If "Yes", state your general objectives.

2. Are your general objectives written in your Constitution?
 Yes _____ No _____
 If the answer is "No", explain where the general objectives can be found:

B. Does your Council have Specific Objectives for the year?
 Yes _____ No _____ If "yes" - - - - 30 _____
 State your specific objectives for the current year.

		<u>POINTS</u>	<u>SCORE</u>
C.	Does your Council present and discuss the general and specific objectives as a group on a yearly basis?		
	Yes _____ No _____	If "yes" - - - -	10 _____
	If "Yes," when are the objectives presented and discussed?		
D.	Show how each specific objective is met with a specific project.	30	_____

II. PROJECTS:

- ◆ **A – J MUST BE COMPLETED PROJECTS.**
- ◆ **POINTS ARE TO BE AWARDED ONLY TO PROJECTS RECEIVING A "YES" ANSWER.**
- ◆ **ALL PROJECTS(except Leadership Projects in "D" below) MUST REACH PERSONS OTHER THAN THE ELECTED STUDENT COUNCIL MEMBERS**
- ◆ **NO ONE PROJECT CAN RECEIVE DUAL POINTS. (If a project meets several objectives, use it where it would be most appropriate.)**

POINTS SCORE

A. Did you have a project to ***IMPROVE STUDENT ATTITUDES*** toward school?

Yes _____ No _____ How many projects? _____ 20 _____
Briefly describe each project.

B. Did you have an ***EDUCATIONAL PROJECT?***

Yes _____ No _____ How many projects? _____ 20 _____
Briefly describe each project.

C. Did you have a ***HEALTH, SAFETY*** and/or ***CHEMICAL AWARENESS PROJECT?***

Yes _____ No _____ How many projects? _____ 20 _____
Briefly describe each project.

		<u>POINTS</u>	<u>SCORE</u>
D.	Did you have a LEADERSHIP PROJECT ? Yes _____ No _____ How many projects? _____ Briefly describe each project.	20	_____
E.	Did you have a FUND RAISING PROJECT ? Yes _____ No _____ How many projects? _____ Briefly describe each project.	20	_____
F.	Did you have a PUBLIC RELATIONS PROJECT ? Yes _____ No _____ How many projects? _____ Briefly describe each project.	20	_____
G.	Did you have a COMMUNITY or SCHOOL SERVICE PROJECT ? Yes _____ No _____ How many projects? _____ Briefly describe each project.	20	_____

		<u>POINTS</u>	<u>SCORE</u>
H.	Did you have a <i>SOCIAL</i> or <i>RECREATIONAL PROJECT</i> ? Yes _____ No _____ How many projects? _____ Briefly describe each project.	20	_____
I.	Did you have a project to improve good <i>SPORTSMANSHIP BEHAVIOR</i> in your <i>SCHOOL</i> and/or <i>COMMUNITY</i> ? Yes _____ No _____ How many projects? _____ Briefly describe each project.	20	_____
J.	Did your council sponsor <i>OR</i> work cooperatively with some other group in the school on a project to publicize <i>NATIONAL HIGH SCHOOL ACTIVITIES WEEK</i> *? * <i>Schools can observe Activities Week for any single 7 consecutive days from October 11 through November 1.</i> Yes _____ No _____ How many projects? _____ Briefly describe each project AND include your council's role in the development of the project(s).	20	_____

III. STUDENT COUNCIL OPERATION

NOTE: Schools must supply copies for 6 meeting agendas or 1 master calendar and 6 copies of meeting minutes to receive the "Outstanding Student Council" designation. The Minutes *MUST BE* reasonably detailed so that a person not in attendance at the meeting can understand what occurred during the meeting.

A. **AGENDA. Attach a copy of the agenda for 6 different meetings (OR 1 master calendar** of the year's meeting activities). 10 _____

B. **AGENDA USE. State below 1) *who is given a copy of the agenda,* 2) *who prepares the agenda or master calendar,* and 3) *how well it is followed in a meeting.*** 10 _____

C. **MINUTES. Attach a copy of the minutes from 6 meetings. (Suggestion: Use minutes from meetings where projects in II, A-L are planned)** 10 _____

D. **MINUTES USE. State below 1) *when the minutes are read,* 2) *if posted,* and 3) *how students hear about the minutes.*** 10 _____

E. **EVALUATIONS.** Does your Council do a formal self-evaluation of itself and its projects?

Yes _____ No _____ If "yes" - - - 20

OR

IF NOT A FORMAL SELF-EVALUATION is there a formal evaluation of the council and its projects conducted by someone else?

Yes _____ No _____ If "yes" - - - 20 _____

If you answered "Yes" to either type of Evaluation process, explain the process involved in evaluating your council.

POINTS SCORE

- F. **COMMITTEE STRUCTURE.** Does your Student Council have a committee system in place for completing projects?
If "yes" - - - 20 _____
If "Yes," explain the structure of your committees:

IV. STUDENT COUNCIL REGION WORKSHOP & OTHER LEADERSHIP PARTICIPATION

- A. Did your school attend a **2009-10** SDHSAA Regional Student Council Workshop? Yes _____ No _____ If yes 30 _____

Where _____

Date you attended _____

- B. Was your student council represented at a **2009-10** Region Officer Planning Meeting?

Yes _____ Where _____ Date _____

Yes _____ Where _____ Date _____

Yes _____ Where _____ Date _____

Total Number of Planning Meetings Attended _____ X 10 points each - - - _____

V. STATE PARTICIPATION

- A. Is your Student Council a **2009-10** member of the South Dakota Student Council Association (SDSCA)? Yes _____ No _____ If yes . . 20 _____
- B. Did anyone from your Student Council attend the **March, 2010** Annual SDSCA State Convention? Yes _____ No _____ If yes . . 30 _____
How many attended? _____
- C. Do any members of your Student Council hold a **2008-09** SDSCA state or region office(s)? Yes _____ No _____ If yes . . 10 _____
What office(s)? _____

VI. NATIONAL PARTICIPATION

- A. Is your Student Council a member of NASC (National Association of Student Councils) or School membership in NASSP/DSA?
Yes _____ No _____ If yes . . 20 _____
- B. Was your Student Council represented at: the NASC National Conference, the NFHS National Student Leadership Conference, or other leadership workshop during the **Summer of 2009**?
Yes _____ No _____ If yes . . 10 _____

List names of members and the conference/camp each attended:

VII. SPONSOR/ADVISOR PARTICIPATION

- Did your sponsor attend any one of the following: **March, 2010** SDSCA Annual State Convention, **2009-10** NASSA Activity Adviser Workshop **or** the **Summer, 2008** NASC National Conference?
Yes _____ No _____ If yes . . 5 _____
- List activity(s) attended:

VIII. ACADEMIC ACHIEVEMENT TEAM AWARD

- Did the members of your Student Council qualify to receive a **2009-10** SDHSAA “Academic Achievement Team Award” this year? Yes _____ No _____
(Combined 3.0 or better G.P.A. for all members of Student Council on April 1)
- If yes . . 30 _____

TOTAL POSSIBLE POINTS - 525 + Bonus Points

**PART III - OUTSTANDING STUDENT COUNCIL
TALLY PAGE
2009-10**

(NOTE: Points must be recorded and totaled on this “Tally Page” & Points must be recorded on the “Entry Form” OR the report will not be accepted.)

	<u>Possible Points</u>	<u>Points Earned</u>
I. Student Council Objectives		
A. General Objectives	20	_____
B. Specific Objectives	30	_____
C. Presented and Discussed Yearly	10	_____
D. Projects Meet Specific Objectives	30	_____
II. Projects		
A. Student Attitude Improvement.....	20	_____
B. Educational	20	_____
C. Health, Safety and/or Chemical Awareness.....	20	_____
D. Leadership.....	20	_____
E. Fund Raising	20	_____
F. Public Relations	20	_____
G. Community or School Service	20	_____
H. Recreational or Social	20	_____
I. School and/or Community Sportsmanship	20	_____
J. National High School Activities Week.....	20	_____
K. Bonus/Super Bonus.....	40-80	_____
L. Achievement Bonus (five points for each additional project above two in an area)	???	_____
M. NASC National Leadership Week (10 points for each completed project)	???	_____
III. Student Council Operation		
A. Agenda/Master Calendar for Meetings (Enclose copies).....	10*	_____
B. Agenda Use Explanation.....	10	_____
C. Minutes for Meetings (Enclose copies).....	10*	_____
D. Minutes Use Explanation.....	10	_____
E. Performance Evaluation	20	_____
F. Committee Structure	20	_____
*Must enclose copies to achieve “Outstanding” Recognition		
IV. Student Council Region Workshop & Other Leadership Participation		
A. Attendance at SDHSAA Student Council Region Workshop.....	30	_____
B. Representation at a Region Officers Planning Meeting (10 points for each meeting)	???	_____

	<u>Possible Points</u>	<u>Points Earned</u>
V. State Participation		
A. SDSCA Membership (2009-10 School Year)	20	_____
B. SDSCA State Convention (March, 2010)	30	_____
C. SDSCA State or Region Officer (2009-10 School Year)	10	_____
 VI. National Participation		
A. NASC Membership (NASSP/DSA)	20	_____
B. Attendance at NASC National Convention or NFHS National Student Leadership Conference or other leadership workshop (Summer, 2009)	10	_____
 VII. Sponsor/Advisor Participation	 5	 _____
VIII. Academic Achievement Team Award (April 1, 2010)	30	_____

	TOTAL SCORE -	_____
	<i>(TOTAL POSSIBLE POINTS - 525 + Bonus Points)</i>	

**NOTE: All points are based on the time period
from April 16, 2009 to April 15, 2010.**