

# Leadership

## Student Government/ASB

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Class meets everyday during 3rd period.

Instructor: Lori Lowensen

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### Overview

The Leadership class is a year long A-G approved elective for ASB Cabinet and Commission members. Students have the opportunity to learn about the concepts of democratic government as representatives in the student government. The course is both academics and activities based, meaning that most of the learning comes from hands-on experiences and projects. The class meets daily during the 3rd period with formal meetings weekly. Students are also required to work beyond the regular class time to fulfill their job responsibilities.

### Course Objectives

Students will have the opportunity to develop various leadership skills and qualities. In this class, students will:

- Learn to communicate effectively.
- Understand and explain the Constitution of the student body.
- Fulfill job responsibilities of their positions within ASB.
- Demonstrate a working knowledge of parliamentary procedure by using proper agendas, minutes and Robert's Rules of Order.
- Set goals for oneself and the ASB.
- Work effectively with other adults and students on campus.
- Understand the workings of the ASB Budget and basic accounting concepts.
- Compose formal business letters and memos.
- Demonstrate an ability to plan, facilitate and evaluate activities successfully.
- Work effectively in-group settings and conduct committee meetings.
- Recognize and practice different leadership styles and skills.

### Eligibility:

**ASB Cabinet and Commission members are either elected or appointed to their positions.**

- ASB Cabinet must maintain a minimum 3.0 GPA and no disciplinary actions during terms of office.
- ASB Commission members must maintain a minimum 2.5 GPA and no disciplinary actions during terms of office.
- Students not meeting these requirements will be removed from the program.

## Class Expectations

ASB members are expected to be exemplary models of integrity and responsibility. Remember that your behavior, both your actions and your choice of words, in and outside of our class, reflect your leadership role on campus and our organization.

1. Follow instructions.
2. Pay attention.
3. Be on time. This means you are in class and at events on time. You will always be given plenty of advanced notice for expected early arrival to or staying late after school or on days off.
4. Be prepared with your materials. Have your ASB binder in class. If you are responsible for items for an event, have them ready when due.
5. Contribute in a positive and meaningful way to class discussions and activities.
6. Be supportive.
7. Follow all school rules.
8. Lead by example.
9. Pay close attention to your social media accounts including what you are posting, tagged in or commenting on. This could result in disciplinary action, or removal from the class.
10. Attendance at ASB events will have a direct effect on your grade in the class. Make sure to schedule appointments, tell your employer, or your coach about ASB planned events to avoid conflicts.

Any school disciplinary action may result in removal from the ASB at the discretion of the Activities Director and School Principal.

## Evaluation

ASB students will be graded on several criteria:

- Organization of events.
- Attendance, on time, at ASB events. (50 points per event)
- Classroom participation. This includes being in class - daily attendance is part of participation grade. (5 points per day)
- Participation in Spirit Week Dress Up Days. (10 points per day)
- Completion of assigned duties for ASB events.
- Completion of binder for events.
- Completion and organization of personal binder.
- Classroom assignments.
- Written Reflections of ASB events.
- Semester Final Reflections.
- “Good, Better, How” Class Debriefs on ASB events.
- Peer assessments on group activity participation.
- Any other assignments as given by the Activities Director.

## Materials

Every student is required to keep an ASB binder. This binder is provided to you. This will be turned in periodically throughout the school year. You are responsible for notes, packets and reflections.

## Leadership/Student Government/ASB Course Outline

Please sign and return this sheet by Friday, August 13.

I have read the Leadership/Student Government/ASB Course Outline and fully understand what is required of me as a parent/guardian/student. I agree to keep an open line of communication with the Activities Director, Mrs. Lowensen.

Print Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Parent Contact Number: \_\_\_\_\_

Parent Email: \_\_\_\_\_

Date: \_\_\_\_\_