

Miami-Dade County Public Schools
DISTRICT STUDENT GOVERNMENT ASSOCIATION
1500 Biscayne Boulevard, Suite 326 D
Miami, Florida 33132
305 995-1599

Mr. Robert Brazofsky
Advisor

Student Government Association Officers

Mr. Priscilla Morales, President
Ms. Jesyca Schiffman, Vice-President
Ms. Odalmy Molina, Corresponding Secretary
Ms. Khadija Brydson, Recording Secretary
Ms. Eboni Finley, Student Advisor

M E M O R A N D U M

TO: Student Government Association Presidents
Activities Directors
Student Government Sponsors
Senior High Social Studies Department Chairpersons

FROM: Mr. Robert C. Brazofsky, District Supervisor
Division of Social Sciences and Life Skills

SUBJECT: ELECTIONS OF 2010-2011 MIAMI-DADE COUNTY STUDENT GOVERNMENT ASSOCIATION OFFICERS

Attached is an officer candidate packet for any qualified student in Miami-Dade County Public Schools who is interested in running for one of the following positions in the Miami-Dade County Student Government Association:

- Student Advisor to the School Board
- President
- Vice-President
- Recording Secretary
- Corresponding Secretary

Please make additional copies as needed for any qualified, interested student at your school.

Eligibility requirements for the above offices include:

- All candidates for office must have attended a minimum of **two** regularly scheduled monthly meetings of the Miami-Dade County Student Government Association during the 2010-2011 school year.
- Each school is allowed to nominate only **ONE** candidate for each of the above positions.
- Applicants must have maintained and continue to maintain an unweighted minimum grade point average of 3.0, have no "F"s as final grades, and no conduct grade below a "C."
- Applicants must be able to take an Executive Internship with the advisor to the Miami-Dade County Student Government Association during the 2010-2011 school year.

- Applicants seeking the offices of **Student Advisor to the School Board** or **President** must be public high school **seniors** during the entire 2010-2011 school year.
- Applicants seeking the offices of **Vice-President**, **Recording Secretary**, or **Corresponding Secretary** must be either a **junior** or **senior** public high school student during the entire 2010-2011 school year.

Please fax all completed applications to the attention of Mr. Robert Brazofsky at 305 995-1492 on or before Friday, April 23, 2010. Completed applications may also be sent through school mail (9626, Room 326D, Attention: Mr. Robert Brazofsky). **ALL APPLICATIONS MUST BE RECEIVED ON OR BEFORE FRIDAY, April 23, 2010.** It is strongly suggested that you contact Mr. Brazofsky, at 305 995-1599 to verify that your complete application has been received.

Please note the following information regarding Student Government elections:

- **Date:** Thursday, May 13, 2010
- **Location:** School Board Administration Building Room Auditorium
1450 NE 2nd Avenue
Miami, Florida
- **Time:** 1:00 pm to 4:00 pm
- **Parking:** Free parking is available on a first come, first served basis in a variety of open parking lots near the School Board Administration Building.
- **Metrorail/Metromover:**
Take Metrorail to Government Center Station. Then take the Omni Loop of Metromover and exit at School Board.
- **Food/Refreshment:**
Snacks will be provided.

If you have any questions about these elections or are in need of additional information, please contact Mr. Robert Brazofsky, advisor to the District Student Government Association, at 305 995-1599.

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2010-2011 Officer Candidate Pack - CHECKLIST

A completed application must include each of the following:

- _____ 1. Student Information Form (page 3)
- _____ 2. Parent Permission Form (page 4)
- _____ 3. Teacher Recommendation Form (pages 5-6)
(**NOTE:** Two different recommendations must be submitted.)
- _____ 4. Resume regarding high school activities
(one page limit, legibly handwritten or typed)
- _____ 5. Essay on “Why I Want the Position of _____.”
(500 word limit, legibly handwritten or typed)

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Officer Descriptions

Elections will be held for each of the positions described below.

1. Student Advisor to the School Board

- a. Serves as an official liaison between the School Board and the students enrolled in Miami-Dade County Public Schools;
- b. Acts as a public representative of the students of Miami-Dade County Public Schools at various conferences, meetings, and ceremonies;
- c. Attends all monthly School Board meetings (sits on the dais);
- d. Attends Miami-Dade County Student Government and Executive Board meetings;
- e. Reads, researches, and obtains answers to questions related to School Board agenda items; and
- f. Reviews publications and disseminates information regarding items of interest to the student population.

2. President

- a. Promotes communication between the Student Advisor to the School Board and the Miami-Dade County Student Government Association.
 - Relays resolutions of the Miami-Dade County Student Government Association to the Student Advisor;
 - Attains opinions, comments, and suggestions from Miami-Dade County public school students; and
 - Stays informed regarding actions of the School Board.
- b. Facilitates the actions of the Miami-Dade County Student Government Association.
 - Presides at all meetings of the Miami-Dade County Student Government Association;
 - Ensures the execution of all Miami-Dade County Student Government Association events;
 - Appoints members to standing and ad hoc committees;
 - Represents the Miami-Dade County Student Government Association in interactions with school system administration;
 - Establishes the agenda for Student Government Association meetings by choosing topics to discuss with the Senate; and
 - Acts as a representative of the students of Miami-Dade County Public Schools at various conferences, meetings, and ceremonies.

3. Vice President

- a. Assists the president in executing his/her various duties;
- b. Fulfills duties of the president in his/her absence or at his/her request;
- c. Serves as an ex-officio member of all appointed committees; and
- d. Casts the tie-breaking vote in the event of a tie vote in the Senate.

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4. Recording Secretary

- a. Maintains records of the minutes of all Miami-Dade County Student Government Association and Executive Board meetings;
- b. Maintains records of all pertinent Miami-Dade County Public Schools correspondence;
- c. Maintains a file of all reports by officers and committees; and
- d. Maintains records of attendance at all Miami-Dade County Student Government Association meetings.

5. Corresponding Secretary

- a. Ensures the proper composition of all official Miami-Dade County Student Government Association documents;
- b. Notifies all members of upcoming events/meetings;
- c. Disseminates information pertinent to the operation of the Miami-Dade County Student Government Association; and
- d. Prepares the agendas for all Miami-Dade County Student Government Association meetings.

Election Details

1. Fax all fully completed candidate packs to 305 995-1492, Attention: Mr. Robert Brazofsky. It is suggested that you contact Mr. Brazofsky, at 305-995-1599 to verify that your application has been received. Completed applications must also be sent through school mail (#9626 Annex, Room 326D, Attention: Mr. Robert Brazofsky). **A complete application must include:**
 - Student Information Form
 - Parent Permission Form
 - Two Teacher Recommendation Forms
 - Signed and completed section for school-site personnel (counselor and principal)
 - Resume regarding high school activities (one page limit - either handwritten or preferably in 12 point type). **This must be clearly labeled as Resume.**
 - Essay on “Why I Want the Position of _____” (500 word limit - either handwritten or 12 point type). The essay must be clearly labeled with the title.
2. Complete candidate packs must be **received** no later than Friday, April 23, 2010.
3. Candidate interviews and elections will be held on Thursday, May 13, 2010, in the School Board Auditorium at 1450 NE 2nd Avenue from 1:00 pm to 4:00 pm.
4. Candidates will be interviewed by a panel of students from high schools in Miami-Dade County Public Schools.
5. Each participating school will have one vote in the election process. Candidates will win election by a simple majority. If a simple majority is not obtained in the first round of voting, a run-off election will be held between the two top vote recipients. If it becomes necessary, a majority vote of the current Executive Board will be used to break a tie vote.
6. Each senior high school is allowed to nominate only **ONE** candidate for each position. It is expected that each nominee will have been democratically selected by each school’s Student Government Association.
7. If you have any questions or are in need of additional information, please contact Mr. Robert Brazofsky, advisor to the District Student Government Association, at 305 995-1599.

Student Information Form

PLEASE TYPE OR PRINT CLEARLY.

Name _____
(Last) (First) (Middle Initial)

Home Address _____
(Address) (City) (Zip Code)

Telephone #(s) _____ E-Mail Address _____
_____ High School Attending _____

What position are you seeking? _____

THIS SECTION IS TO BE COMPLETED BY SCHOOL-SITE PERSONNEL.

Unweighted GPA _____ Weighted GPA _____

Circle One: Graduating Class of 2011
Graduating Class of 2012

The student government sponsor's signature verifies that the sponsor is aware that the student is a candidate for a District Student Government Association position.

(Student Government Sponsor's Name) (Sponsor's Signature) (Date)

The counselor's signature below verifies that:

1. The identified student's unweighted and weighted GPA's are correct.
2. The identified student's current status indicates that he/she will graduate in the year circled above.
3. The identified student has no "F"s as final grades and no conduct grade below a "C."

(Counselor's Name) (Counselor's Signature) (Date)

(Counselor's Work Phone Number - including extension)

The principal's signature below indicates that, if elected, the identified student

1. will be given permission to enroll in a seventh period Executive Internship class with one of the co-advisors to the Miami-Dade County Student Government Association during the 2010-2011 school year; and
2. will be given permission to be released from school early to attend scheduled Miami-Dade County Student Government Association meetings, School Board Meetings (Student Advisor position), and to fulfill other Student Government Association responsibilities as necessary.

(Principal's Name) (Principal's Signature) (Date)

Parent Information and Permission Form

PLEASE TYPE OR PRINT CLEARLY.

(Mother's Last Name) (Mother's First Name) (Mother's MI)

Telephone #(s) _____
(Home) (Work) (Other)

(Father's Last Name) (Father's First Name) (Father's MI)

Telephone #(s) _____
(Home) (Work) (Other)

I have read the application packet and understand its contents. I give consent for my son/daughter, _____, to run for a position as officer of the Miami-Dade County Student Government Association for the 2010-2011 school year.

I also understand that

1. Transportation will be my child's responsibility.
2. If participation as an officer jeopardizes my son's/daughter's health, he/she may be removed from the position.
3. The position of an officer in the Miami-Dade County Student Government Association is considered a part of the regular school program with mandatory attendance and regular hours.
4. If my son/daughter fails to maintain the high standards established for this position, he/she may be removed from office.
5. It is my child's responsibility to adjust to the circumstances of the position.
6. My child will receive honors course credit through the Executive Internship Program for successful performance as an officer of the Miami-Dade County Student Government Association.

(Parent Name) (Parent Signature) (Date)

Parent, please retain a copy of this form for your records.

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2010-2011 Officer Candidate Pack - **PAGES 5-6**

Teacher Recommendation Form

NOTE: **Two** of these forms must be completed. One form **MUST** be completed by a current teacher of the candidate. The second form **MAY** be completed by another current teacher or any other school-site personnel that is aware of the candidate's ability.

Student Name _____
(Last Name) (First Name) (Middle Initial)

Name of High School _____

Teacher's Name _____ Subject Taught _____

Telephone Number (including extension) _____

DIRECTIONS: Please place an "X" in the column which best describes the student.	Seldom or Never	Occasionally	Frequently	Almost Always
1. Carries responsibility well; follows through with tasks and does them well. Is positive and zealous in beliefs; is self-critical, striving to do better.				
2. Is self-confident with peers as well as adults; seems comfortable when asked to show his/her work to the class.				
3. Seems to be respected by peers and others.				
4. Is cooperative with teachers and peers; tends to avoid bickering and is generally easy to get along with.				
5. Is able to accept constructive feedback/criticism.				
6. Can express himself/herself well; has good verbal facility and is usually well understood; has ability to organize ideas in written form. Has rich expression, elaboration, and fluency.				

DIRECTIONS: Please place an “X” in the column which best describes the student.	Seldom or Never	Occasionally	Frequently	Almost Always
7. Adapts readily to new situations; is flexible in thought and action and does not seem disturbed when the normal routine is changed.				
8. Seems to enjoy being around other people.				
9. Peers seem to look to him/her for leadership; generally directs the activities in which he/she is involved.				
10. Participates in many activities connected with the school.				
11. Is able to work independently; needs minimal direction or supervision.				
12. Displays a keen sense of humor and sees humor in challenging situations.				
13. Is a risk taker; is adventurous and speculative.				
14. Tries to discover the “how and why” of things; asks many provocative questions.				

Please include any additional comments in the space below that you feel would contribute to a better knowledge of the candidate’s capabilities.

(Teacher’s Signature)

(Date)

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