

Student Council Roles & Responsibilities

Secretary Eligibility

- Candidate must be in Grade 6-9
- Must be in good academic standing – grades above 70%
- Must be accurate and quick at recording notes
- Maintain organized and tidy with notes
- Good Ahklaq must be seen throughout the school community

Homeroom Teacher Signature: _____

Date: _____

As the Student Secretary you are responsible for:

- Attend bi weekly meetings
- Take and Submit Organize Meeting Minutes (notes) to teacher advisors
- Discuss important decisions and concerns with sensitivity
- Be fair and unbiased when making decisions and choices
- Assist with organizing and promoting school-wide events and school spirit
- Embody the qualities of a good leader in the school community
- Accept responsibility for your actions and decisions
- Maintain confidentiality when necessary

I have read the above responsibilities and should I become Student Secretary, I will do my very best to uphold these requirements of me as a leader of the student council.

Student Signature: _____

Date: _____

Student Endorsement

Names and Signatures of TEN students that willing to nominate you as a candidate for this year's election.

Print Name: Signature:	Print Name: Signature:
Print Name: Signature:	Print Name: Signature:
Print Name: Signature:	Print Name: Signature:
Print Name: Signature:	Print Name: Signature:
Print Name: Signature:	Print Name: Signature: