

# **WESTMINSTER HIGH SCHOOL**

## **ASB APPLICATION**

**2020-2021**



**Our goal as an ASB is to unify our students and staff through activities that build school culture, increase school spirit, and create an environment that is accepting of students from all backgrounds.**



# WESTMINSTER HIGH SCHOOL

## ASSOCIATED STUDENT BODY

Dear ASB Applicants,

Thank you for your interest in WHS Associated Student Body! Being an ASB member is an important job that requires a lot of time, effort, dedication and responsibility. ASB members are enrolled in the Principles of Leadership course, which is a "G" approved elective course. In addition, the class is not only informative and rewarding but also filled with memorable opportunities to have fun while allowing students to be involved in the school and to make decisions that affect every student. ASB members serve for the entire school year, beginning in the preceding summer of that year.

Please read this packet carefully. Failure to comply with the rules and regulations will result in disqualification. Be mindful that you must meet the GPA and attendance requirements. If you have any questions, please see Ms. Zeltner in the Activities Office, or email at [czeltner@hbuhd.edu](mailto:czeltner@hbuhd.edu). Thank you for being a proactive Lion, and good luck as you embark on this process.

Sincerely,

Ms. Zeltner - Activities Director



Only completed, accurate applications will be accepted. No late applications, no excuses. Complete the application in PEN/INK ONLY.

**Must be received in the ASB Room (G1), via email or in the Main office by  
Appointed Candidates - Friday May 15th by 3pm  
Interviews will be held May 20th-22nd**

Name:	Grade:	
Address:	City:	Zip:
Phone Number:	Student Email:	

# CANDIDATE BIOGRAPHY ESSAY

Please respond to the below questions in paragraph form to the best of your ability. Each response should be about one paragraph (1/2 a page). Here are your questions;

1. Introduce yourself and explain why you would want to be on ASB this year.
2. What does leadership mean to you and what experiences have you had that exhibit those leadership qualities. If you have never been in a leadership role, please discuss the impact those qualities have had on you.
3. If elected/appointed, how would you use the ASB platform to improve on or change one aspect of Westminster High School. Please be specific and reasonable in your analysis.

**Note: Your essay will be reviewed by Ms. Zeltner, members of the Administration, and some WHS teachers as preparation for your candidate interview.**

**\*\*Staple your typed essay at the end of your application packet.\*\***

Student Signature

email account

Date



Dear Parent/Guardian:

Your son/daughter is applying for a position with Westminster High School's Associated Student Body. If elected/appointed to a position within the student government, he/she will be working hard to plan and to put on numerous student body activities throughout the upcoming year, which will require before and after school hours participation as well as summer participation.

While it is an honor to be part of his/her school's ASB, your son/daughter will need to put in a tremendous amount of time. Due to the amount of time and costs associated with being a part of ASB, we require parental approval.

Upon signing this form, you are acknowledging that you have read this entire packet and that you understand the time commitment and costs that are necessary for your son/daughter to apply for a position with WHS ASB. There will be a mandatory parent meeting in June (date and time TBD). The meeting is required to remain a member of WHS ASB for 2019-20.

Estimated Costs:

ASB Summer Leadership Retreat  
and/or Camp

Approx. \$100-300

Lion Spirit Apparel

Approx. \$40

ASB Card (due at registration)

\$40

ASB Banquet

Approx. \$30

**\*Fundraising will be available in lieu of a portion or all of these costs.**

Applicant Signature \_\_\_\_\_ Date: \_\_\_\_\_

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

**Parent Contact Information**

Name \_\_\_\_\_ Relation: \_\_\_\_\_

Best contact telephone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Are you willing to help throughout the year? \_\_\_\_\_



# STUDENT-PARENT CONTRACT

## Prospective Candidates for Westminster ASB Parent and Student ASB Criteria Contract

Before a student can run or apply for an ASB position, he or she must demonstrate an active willingness to perform many of the duties that will be required next year. Below is a list of criteria upon which the students will be judged. All of the criteria is based on the California Association of Student Leaders' Leadership and Student Activities Standards Manual.

### ASB Eligibility Criteria:

- Turn in all necessary paperwork by respective due date (see election calendars)
- Candidate Interview

Please keep in mind that being a member of Westminster's ASB requires an immense commitment, physically, emotionally, and intellectually. *It is not uncommon for ASB students to spend 10-15 hours a week outside of the school day organizing, planning and managing various events over the course of a school year.* We recommend that only those students who are 100% committed to making Westminster the best possible place to attend school apply. Please discuss this packet with your family prior to turning it in on its due date. Also, know that if you are not chosen to be a member of ASB, there are excellent opportunities for students to get involved as members of various other organizations.

We greatly appreciate your energy and efforts in the selection process. If you have any questions, please contact me directly via email at [czeltner@hbuhds.edu](mailto:czeltner@hbuhds.edu).

Thank you,  
Ms. Zeltner

### Student's Statement

"I have read and understand the criteria by which the ASB students are selected. My signature acknowledges that I am willing to adhere to the criteria and If I am elected or appointed into office, I promise to fulfill my duties as an officer to the best of my ability. I will also do my best to support and uphold the concepts stated in the ASB Constitution."

Student's Signature: \_\_\_\_\_



Being a good leader means being responsible and effective. As a Leadership student I understand that I am expected to abide by the following requirements and expectations.

# WESTMINSTER HIGH SCHOOL

## ASB Code of Conduct

1. All students in ASB are required to maintain a "C" or better in ALL classes and maintain a 2.0 GPA with no more than one 'D' and no F's throughout the school year. If I earn less than a 2.0 GPA or receive more than one D or any F's in any semester, I understand that I can be dismissed from office. Failure to meet this requirement may result in PROBATION the following quarter and then removal from office if the requirements are not met at the end of the probationary period.
2. I understand that I will be asked to submit a record of my progress at all grading periods.
3. I will remember that I am a representative of Westminster High School, the students, faculty, and staff. I will behave in such a way as to bring respect to that position, to my school, and to myself.
4. I will follow the rules established in the school handbook and in each of the classes of which I am a member.
5. I will share equally in all duties of this class which include attending class activities, being an ambassador for new students, participating in spirit day functions, and being a positive influence on and off campus.
6. I will attend school and class unless I have an excused absence.
7. If I have specific responsibilities and have no other choice than to be absent, I will find someone to take my place and let the advisor know as soon as possible.
8. I understand that with the freedom this class often allows: walking the halls, leaving a class early or showing up late because of ASB activities, using the phone, handling and spending money, etc. comes with great responsibility. I will not abuse these freedoms.
9. I will be open and honest with my advisor in all matters. If something is bothering me, I will go directly to the advisor rather than "cause waves" within the class.
10. I will do my best to meet new individuals on campus and broaden my friendships so that I can truly represent the student body.
11. I understand that I am a leader on campus and will be held to a higher standard of accountability than a regular student. My position makes me more visible and thus more responsible.
12. Failure to conduct myself accordingly as related to the above items may result in my removal from ASB.
13. Complaints about my conduct from members of the faculty and staff or members of the student body may result in my removal from ASB.
14. Any involvement in insubordination, intimidation, confrontations (fighting), drinking, drug abuse, smoking or stealing may be grounds for my immediate removal from ASB.
15. Any involvement in insubordination, intimidation, confrontations, negative attitude/behavior over the Internet, social media, etc. may be grounds for my immediate removal from ASB.

### Candidate

I, \_\_\_\_\_ (Print Name), understand the requirements and expectations listed within the Code of Conduct. I further understand that my active and consistent involvement/attendance is crucial to my personal success as well as the success of the group as a whole. In addition, as a role model and leader, I understand that I am expected to know and abide by all school rules as outlined in the Westminster High School Student Handbook. **I also understand that ASB is a year-long commitment and requires many hours of mandatory hard work outside of the classroom and that my grade in ASB will be partially dependent upon my participation outside of class.**

X \_\_\_\_\_

(Student Signature)

Date \_\_\_\_\_

### Parent/Guardian

I, \_\_\_\_\_ (Print Name), understand the requirements and expectations listed within the Code of Conduct. **I also understand that ASB is a year long commitment and requires many hours of mandatory hard work outside of the classroom and that my student's grade in ASB will be partially dependent upon his/her participation outside of class.** I support my student in his/her decision to be a part of the Leadership/ASB class. If my student is elected/appointed, I will continue to support his/her endeavors with ASB.

X \_\_\_\_\_

(Parent/Guardian Signature)

Date \_\_\_\_\_



**Please read and initial each line; your initial indicates you have read and understand the expectations of a WHS ASB Member.**

**As a member of Westminster High School’s ASB, I promise to:**

**1. Show dedication and responsibility**

- I will attend ALL required ASB meetings/events
- In the rare event I have to be absent, I will get prior approval from Ms. Zeltner.
- I will do my part in all ASB related activities.
- I will actively find answers to any ASB related questions.
- I will regularly keep in contact with the student body throughout the year.

**2. Show respect**

- I will deal with people and situations in a way that reflects positively on WHS.
- I will set a good example with my behavior—*in and out of school.*  
*(A Leader all the time! This includes social media!!!)*
- I will actively stand up against any type of bullying on campus and social media.

**3. Show enthusiasm**

- I will display a positive and spirited attitude toward our school.
- I will help all students see what a great place Westminster High School is.

**Westminster High School’s ASB Academic Honesty Policy**

ASB Members are expected to read, understand, and abide by Westminster High School’s Academic Honesty policy. Committing acts of academic dishonesty, aiding others in acts of academic dishonesty, or failure to notify staff of any observations of acts of academic dishonesty will result in immediate review and may lead to removal from ASB.

**Westminster High School’s ASB Drug, Alcohol, and Tobacco Policy**

Each selected member of Westminster High School’s ASB understands that the following policy exists. Any inappropriate behavior—including but not exclusively limited to possession of drugs, drug paraphernalia, alcohol, or tobacco; or use of drugs, alcohol, or tobacco—that comes to the attention of the Activities Director or Assistant Principal will result in an immediate review of said behavior and *may* lead to removal from ASB.

**As a Westminster High School ASB Member, I have read and understand the school rules and the consequences if I choose to violate them. I am aware that failure to adhere to these guidelines may result in my dismissal as an ASB Member.**

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

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

