**Bountiful Junior High School**

**9th Grade Application Portfolio**

Your son/daughter has expressed an interest in applying for 9th Grade for the 2019-2020 school year at Bountiful Junior High School.

Student government officers have various officer and academic responsibilities throughout the school year.  Please review the attached contract for the details and time commitment of this job.  All student government officers have the option to purchase an SBO sweater (usually around $200) and/or an SBO shirt (usually around $30).  These will be worn on days that there is a school sponsored activity.

If you are planning on joining a team here at Bountiful Junior High you will be able to compete and be an officer because you are still contributing to our student section. We want our officers to be as involved as they can at the junior high level. Due to the time needed to be committed to a high school sport you are often gone for most of the activities and games that make up the majority of your government grade. However, if you campaign and are elected to an office, but then **you are accepted onto a high school team you will be asked to resign from your office.**

**Selection Process**

The selection process includes the following required components:

**•**A completed student portfolioworth up to **35 points**. (**Due Monday, April 8th at 3:00 pm- Main Office**) You can turn them in early.

• An interview at Bountiful Junior Highworth up to **15 points**. These interviews will be held April 9th- April 11th. Your student can sign up for a time when they drop off their portfolio.

• A popular vote worth up to **50 points** by secret ballot. This will be done on the 12th of April.

• A **required recommendation** from a Teacher, Administrator or School Counselor, **a completed petition and signed contract**.  No portfolio will be scored without this recommendation.

• The total points possible are 100.  Students receiving the highest points out of 100 total points are selected. Selected officers are appointed to their position in the Student body or 9th Grade by the total points received.   **Final elections will be on Friday, April 12th during both lunches.  Officers will be announced at the end of the school day on Friday, April 12th.**

**Interviews**

Students will sign up for interviews as they turn in their portfolios to the main office.  The interviews will be held starting on **Tuesday, April 9th** through the 11th. You can sign up for a time when you drop off your portfolio. Each interview will last for 5 to 7 minutes.  **If you miss your interview time, no make-ups will be allowed.**

**Posters**

**Campaigning begins on Monday, April 8th**.  All posters need to be up by 8:00 am on this day.   Each candidate is allowed to have four student created posters.  They are to be regular poster size (approx. 22" by 28") or smaller.  Each poster must be cleared and signed by Ms. Eller and must display Ms. Eller’s initials.  Posters are only to be hung on the designated bulletin boards and the cinderblock walls throughout the school. You must not hang them on the banisters or windows or painted regular walls. You must use painters’ tape to hang your posters. If they fall, it is the candidate’s responsibility to retrieve them from the office and re-hang them.  Posters that are not retrieved from the office and re-hung before the next school day will be thrown away and the candidate will not be allowed to hang a replacement.  Please remember to use appropriate themes.  Failure to follow these rules will result in the candidate being withdrawn from the election. **Posters will need to be removed by 3:00 pm on Friday, April 12th.**

**Handouts/Ribbons**

NO handouts, ribbons, candy, etc. are permitted.  The candidate is the only person allowed to display items advertising their own candidacy.  Failure to follow this rule will result in the candidate being withdrawn from the election.

**Skits**

Each candidate in the final election will perform a **three-minute skit or speech** on flash drive.  The skit will be approved before student viewing by the current 9th Grade and SBO officers with the final approval by the advisor and administration.  Please remember that the dress code is enforced for the skit or the speech with the exception of hats. These flash drives are due with your completed portfolio. Make sure that your video will play on any DVD player. If they do not play there is no guarantee that they will be played.

**Portfolio Outline**

All portfolios must be typed, double spaced and placed in a binder with the Student’s ID number placed on the front cover.  The Student ID number will be used in place of the student’s name throughout the portfolio.  Please be sure that the only place the student’s name appears is on the contract, the recommendation form, and in the video/DVD. Include any diagrams, charts, etc. you feel are necessary.  NO INDICATION OF THE STUDENT’S IDENTITY WILL BE PERMITTED.

Portfolio Requirements:

1.  Essay:  Personally prepare a typed or word processed essay that describes why you would make a good student officer.  This essay must be 300 words or less.  Please include what strengths you have that will help you complete the tasks of being an officer as outlined in the BJH Officer Contract.  Also, include how you will serve your fellow students.  Remember, your name must not appear anywhere in this essay.

2.  Theme/Motto:  The BJH Mission statement states "Bountiful Junior High embraces educational excellence and encourages personal success through service and life-long learning."  You have been assigned to create a theme/motto for the 2019-2020 school year.

a. The theme/motto must support the BJH mission statement as well as provide a theme for student body activities throughout the year.

b. Describe how the theme/motto will encourage students to do their best.

c. Create an 8 ½ by 11" flyer advertising your theme/motto.

3.  9th Grade Dance:  You have been assigned to plan and coordinate the 9th grade dance.  You must provide the following:

a. A theme and theme song.  Describe why you selected the theme and song and how it ties in with your year-long theme/motto.

b. A colored flyer to advertise the dance to all 9th graders.

c. A layout of decorations to be used.  This dance is held in the Girl’s Gym in May.

d. An announcement for the school morning announcements.

e. A list of extra’s to accompany the dance.  This may include mementos and special activities.

     The PTA does the refreshments, so you may list suggested items for them.

4.  Service Project:  You have been assigned to research a unique local service project for the students at BJH.  (~700 students).  This project must be something that provides a service - no fundraising or food bank/D.I. donation projects, please.  Describe your project as follows:

a. Outline the project. Describe how it fits in with your theme/motto and how you feel it will benefit students. Explain how this project is unique.

b. Describe how you will encourage students to participate in the service project.

c. Include the organization that the school will work with and who will be the recipient of the service.

5.  Portfolio Packet:  Include your recommendation form, petition and contract in a sealed envelope with your Student ID number clearly written on the outside. You may have them in separate sealed envelopes if necessary.

PORTFOLIOS CAN BE PICKED UP AFTER INTERVIEWS ARE OVER ON THE 11th. THEY WILL NOT BE KEPT LONGER THAN THE 19th. ANY PORTFOLIOS NOT PICKED UP ON THE 19th WILL BE THROWN AWAY.

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Please print)** **Student ID Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Bountiful Junior High School**

**9th Grade Officer Recommendation Form**

This form allows the student to apply for 9th Grade Office at BJH for the 2019-2020 school year.  This form and the attached contract must accompany the completed portfolio in a sealed envelope with only the student ID # on the outside of the envelope - no names please.  The portfolios are due to the **Main Office at BJH no later than 3:00 pm on Monday, April 8th.**  NO LATE OR INCOMPLETE PORTFOLIO’S WILL BE ACCEPTED! Ms. Eller will be emailing other teachers and/or coaches that you have had here at BJH and asking the same questions as below for every applicant.

1. (Counselor) The students’ academic grades are at a "B" or 3.0 average with no "F" grades for the first 3 terms of the 2018-2019 school year.  The citizenship grades are Satisfactory or above with no "N" and no "U’s" for the first 3 terms of the 2018-2019 school year.  This allows the student to be eligible to apply.  If the student does not meet these criteria, they are not eligible to apply for 9th grade/SBO office.

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Counselor Signature      Date

**Recommendation from a Teacher, Administrator or Counselor.**

1.  Please describe how you know this student.

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2.  Please list 2 strengths of this student that show his/her leadership abilities.

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3.  Please describe any concerns that you about this student participating as an 9th Grade/SBO Officer.

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Signature of Teacher, Administrator or Counselor        Date

**\*Please feel free to seal this in the accompanied envelope.  You may return it to the student to include in their portfolio or notify the student that it has been turned in to Ms. Eller.** 

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Please print)** 

**Bountiful Junior High School**

**9th Grade Officer Petition Form**

**This form must accompany the recommendation form and the signed contract.**

**Petition Signatures**

Signatures from 8th grade students who will attend BJH next year as a 9th grader.  These signatures show that they support you as a 9th Grade/Student body Officer.

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 11. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 12. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 13. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 14. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 15. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 16. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 17. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 18. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

9. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 19. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

10. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_