

## 2024-2025 ASB ELECTIONS

Thank you for your interest in ASB Leadership! The ASB Board is composed of the students elected or appointed to represent the student body and to oversee specific tasks relating to school events, activities, and TPAA Culture.

Being an Elected or Appointed Officer for the Associated Student Body of TPAA is an honor and a large responsibility. You will be chosen to represent your class and the students at TPAA as a whole and to ensure student interests and activities are upheld. The ASB Board is formed by 5 positions:

Position	Description and Responsibilities	Requirements
President	<p>The main focus of the ASB President is to create a vision and focus for the school culture while working collaboratively with the Activities Director to develop, manage, and oversee Classroom leads procedures and to develop a positive/productive classroom environment. The ASB President is the face of the governing program.</p> <p><a href="#">ASB President Tasks</a></p>	<ul style="list-style-type: none"> <li>• Senior</li> <li>• 1 year of leadership experience</li> <li>• GPA 2.0 and above</li> <li>• Must run with Vice President</li> </ul>
Vice President	<p>This position takes a lead <a href="#">ASB President</a>der who can organize events and activities involving many people and must be able to manage and delegate tasks to their leads. The ASB Vice President shall work cooperatively with the ASB President and shall assume the office of ASB President in case of absence. He/She is in charge of running all school wide events in the absence of the ASB President. Organizes and updates website (New this year)</p> <p><a href="#">ASB Vice President Tasks</a></p>	<ul style="list-style-type: none"> <li>• Senior</li> <li>• 1 year of leadership experience</li> <li>• GPA 2.0 and above</li> <li>• Must run with President</li> </ul>
Secretary	<p>The ASB Secretary takes minutes at ASB board meetings and keeps organized records for auditing purposes. He/She takes notes during non-meeting sessions, such as brainstorming ideas, committee lists, etc. He/She secures a substitute secretary in case of absence to read minutes and take minutes during board meetings. He/She organizes communication within ASB and recognizes and celebrates ASB board member birthdays.</p> <p><a href="#">ASB Secretary Tasks</a></p>	<ul style="list-style-type: none"> <li>• Senior or Junior</li> <li>• 1 year of leadership experience</li> <li>• Preferable 1 year of experience as a lead</li> <li>• GPA 2.0 and above</li> </ul>
Treasurer	<p>The ASB Treasurer should be a “detail-oriented” person who is good at basic math. One who is willing and able to keep solid financial records, and maintain honesty and integrity. The ASB Treasurer should have good communication skills, with administrators, teachers, and other officers. The treasurer is also in charge of overseeing the budget committee with its lead. This committee oversees fundraisers, purchase requisitions, check requests, and the budget of all activities planned.</p> <p><a href="#">ASB Treasurer Tasks</a></p>	<ul style="list-style-type: none"> <li>• Senior or Junior</li> <li>• 1 year of leadership experience</li> <li>• Preferable 1 year of experience as a lead</li> <li>• Excel forms knowledge preferable</li> <li>• GPA 2.0 and above</li> </ul>
Public Relations	<p>The ASB Public Relations board member needs to be a creative person that has initiative. This person must work with other leads to collect information and finalized dates of events. This person helps manage the instagram account, update the promotional boards for upcoming events and organize big promotions for each major event. This person has to be a clear communicator, a good time manager, and a creative multitasker. Clarity and precision skills are essential, as this position oversees all information that the general school population receives. If you don’t know what’s happening, neither will the rest of TPAA.</p> <p><a href="#">PR Board member Tasks</a></p>	<ul style="list-style-type: none"> <li>• Senior or Junior</li> <li>• 1 year of leadership experience</li> <li>• Preferable 1 year of experience as a lead</li> <li>• GPA 2.0 and above</li> </ul>

- *Any incidents involving drugs or alcohol will result in immediate removal from office and the ASB Council class and ineligibility to hold any office, elected or appointed position, in future years.*
- *Fighting, using obscene language, open defiance of school authorities, forgery, academic dishonesty, theft, vandalism, or bullying will result in probation, demotion, or removal from office and the ASB Council class based on the discretion of the administration and ASB advisors.*
- *ASB Council members whose grade point average drops below a 2.5 or receives an “F” on any quarter grade report will be placed on probation the following quarter. If deficiencies are not corrected by the end of the probation quarter, the ASB member will be removed from office and the ASB Council class.*

**If you are ready to officially enroll as a candidate, please fill out [this form](#) before February 7th!**

**Failure to turn in this form by the deadline disqualifies you from continuing the Election process.**

### **Campaigning Rules: Campaign (February 10th to the 14th)**

1. **Campaign Timeline:** 02/10-14
2. **Endorsements:** Endorsements for individual candidates on public social media platforms or other public forums/ websites that represent groups or public figures **are not allowed** unless all candidates running for the same office are equally represented. If you are endorsed in this way it is your responsibility to request removal of the endorsement from the site administrator immediately or risk removals from the election. (for example, the official TPAA Athletics instagram account cannot represent/promote only 1 candidate. Equal representation for all candidates must be posted if they would like to post about the election.)
3. **Expectations of Behavior:** Candidates shall not put down any other candidate. Candidates shall not use obscene, racial, discriminatory, or any other controversial items/ wording in any aspect of their campaign. Violation of this policy will result in removal from the election process and possible administration disciplinary actions.<sup>8</sup>