



ARCADIA HIGH SCHOOL

Election Code



Eligibility:

In order to be eligible for an A.S.B or Class Office, a student must have:

- A minimum of a 2.0 G.P.A from the last available semester grades with:
- No “F’s” in ANY Class
- No “U’s” in citizenship or work habits.
- No more than 2 “N’s” in citizenship and/or work habits.

Mandatory Dates:

All candidates must be available to attend all MANDATORY candidate events as indicated on the Application for Nomination. Failure to attend may result in consequences which may include removal from office.

All candidates running for an ASB office position must be available to attend the mandatory, Leadership Training Camp. Students who are not available for this Leadership Training Camp **should not** run for an ASB office position. Elected students failing to attend the MANDATORY Leadership Training Camp WILL be removed from office.

I. Procedures For Election Of Executive and Class Council Officers:

A. Nominations

- 1) All students desiring to run for office must ensure their nominations through completion of nomination petition turned into the A.S.B Office and completion of online registration
- 2) All executive council candidates must acquire 250 signatures from fellow members of Arcadia High School in order to qualify for candidacy.
- 3) All class office candidates (including class presidents and class senators) must acquire 150 signatures from fellow members of their own class to qualify for candidacy.
- 4) It is the candidates’ responsibility to check for a complete petition with all 250 or 150 valid signatures before submitting. Failure to do so will result in consequences including disqualification from the elections.
- 5) Pep Commissioners (running as a pair) must collect a sum of 500 signatures (250 each), the signatures may be the same for both.

B. Candidate Informational Meeting

- 1) This meeting (for parents and prospective candidates) will be held prior to the closing date of applications for nomination.
- 2) The purpose of this meeting shall be to:
 - Provide information about available offices
 - Provide information about the time commitment involve in service on Executive council
 - Provide information about the nomination/petition process

C. Intention To Run Deadline

- 1) This is the closing date of Application for Nomination.
- 2) The A.S.B. Office will check each petition and online registration form for completeness and qualification.
- 3) The Office will then certify the official candidacy of those applications who qualify.
- 4) ****Students must be registered for their respective positions on asb.ausd.net by the given deadline on the Election Calendar.**

D. Mandatory Candidate Meeting

All certified candidates or their designated representative (a person with that candidate's written authorization of representation signed and dated by candidate) **MUST** attend this meeting on time for the purposes of:

- 1) Review of campaign rules and regulations
- 2) Establishment of order of names on the official ballot

**Note: One representative can only represent ONE candidate. If a candidate cannot attend the full meeting, the person must acquire a representative. Doors will be closed after attendance is called.*



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E. Preliminary Election

- 1) The Preliminary Election will contain contests where there are more than two candidates.
- 2) In addition to the online candidate statement, candidates running for the positions of ASB President, ASB Vice President, ASB Treasurer, Senior Class President, Junior Class President, and Sophomore Class President are mandated to present a maximum 2 minute prepared statement prior to preliminary election voting date.

**Note: In the event a candidate acquires more than 50% of the vote in the Preliminary Election, they are automatically elected to the office.*

***Note: The parameters of the prepared statement for Preliminary Elections will be determined on an annual basis.*

F. Final Election

- 1) The Final Election will decide the winners of all offices.
- 2) If the above-mentioned candidates proceed to Final Elections, candidates in the Final Election will participate in a Town Hall style Q&A one lunch period prior to the Final Election voting date.

**Note: In the event a candidate runs unopposed they must receive more than 50% approval votes to be elected.*

***Note: The parameters of the Town Hall style Q&A to the Final Elections will be determined on an annual basis.*

II. Campaign Procedures

A. Online Registration

- 1) All candidates MUST register online to run for elections.
- 2) Campaign Statements MUST be submitted as part of the mandatory online registration process.
- 3) Statement should contain a maximum 200 words and include: name, the position they are running for, reasons for candidacy, distinguishing traits, and any past experience.

B. Campaign Materials

- 1) If the candidate chooses to run with a partner, the number of posters and banners will remain the same as a candidate running individually.

- 2) Campaign Items must adhere to the following guidelines:

- Posters, maximum per candidate.....10
- Posters, maximum length.....28 inches
- Posters, maximum width.....22 inches
- **Poster numbers will be counted by the number of sides. For example, if you are carrying a double-sided poster, this will count as 2 posters.**

- 3) Printed Material

- It is permissible to use commercially produced printed material in the form of campaign brochures, campaign buttons, and campaign stationery should the candidates deem it necessary.
- Candidates who wish to take advantage of this privilege must consult the Director of Student Activities before production of said materials is undertaken
- Showcases are not available for candidate use during election weeks.

- 4) Expenditures

- All candidates are allowed a maximum amount of financial expenditures.
- This amount is not to exceed \$75.00.
- All candidates for office must be prepared to submit their receipts of costs for all campaign material (including estimated value of all donated materials) for review by the Election Board or Election Advisors.

C. Campaigning

- 1) All campaigning will be restricted to the high school campus unless otherwise approved by the Election Board.
 - Any Electronic Campaigning and/or Messaging is considered "off campus" and thereby falls under this restriction.



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- Absolutely NO hanging of posters on campus. Campaign materials are to be held by a person.
 - Any questions concerning activities in this area should be directed to the Election Advisors.
- 2) No campaign politicking may take place within twenty-five (25) feet of the voting area. This area will be marked off with blue painter's tape during Election Day.

III. Election Board:

The Election Board: This board shall consist of all the senior members of the Executive Council and shall be presided over by the A.S.B Vice President. This board shall be empowered to determine the eligibility of all candidates and shall be responsible for penalizing or disqualifying all candidates who violate any by-laws concerning the election of Executive and/ or Class Officers. The Director of Student Activities and Election Advisor also hold these powers and responsibilities.

Election executed by the Election Board shall consist of all the senior members of the Executive Council are to be communicative as possible. It shall be the Election Board's responsibility to coordinate assemblies, media coverage (Pow Wow and Apache News), question-answer periods, etc. in order to enhance the student body's knowledge of the respective candidates and their stands on the issues.

Additional Responsibilities of the Election Board: The Election Board shall have the power to rule on the validity of campus elections. The Election Board shall be responsible for determining the voting procedure utilized. The Election Board shall oversee the execution of all elections.

Executive Council will have the responsibility of setting election dates and announcing results.

All election concerns for Election Board consideration must be submitted in writing to the ASB Office. They cannot be anonymous.