



STUDENT MEMBER OF THE BOARD OF EDUCATION OF FREDERICK COUNTY APPLICATION PACKET

This student packet contains all of the materials necessary to apply for the position of Student Member of the Board of Education.

- Directions for Completing the Application and Timeline
- Position Description
- Application Form
- Recommendation
- Applicant Questions

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- Use the attached materials to submit your application for Student Member of the Board of Education for the 2020–2021 school year. Students may access the application packet at the FCPS website under the School Board tab, in the left shortcut sidebar, or directly at <http://www.fcps.org/boe/Student-Board-Member-Election.cfm>.
 - Please follow the timeline for submission of applications. Applications submitted beyond the due date (4:00 PM, Friday, November 1, 2019) will not be considered.
 - All eligibility requirements for extra-curricular activities apply.
 - If there are any questions please contact your principal, Student Government advisor, or Colleen Bernard, Curriculum Specialist for Secondary Social Studies at 301-644-5256 or Colleen.Bernard@fcps.org.

Student Application Packet

(application form, resume, recommendation, & candidate responses)

Due November 1, 2019

4:00 PM

All materials must be submitted by deadline to:

Ms. Colleen Bernard
191 South East Street
Frederick, MD 21701
collen.bernard@fcps.org

STUDENT MEMBER OF THE BOARD OF EDUCATION OF FREDERICK COUNTY
Directions and Timeline

Directions for Completing the Application Packet

1. Read the timeline carefully to meet all deadlines and be prepared for interviews and election if selected.
2. Students must complete the Application Form, obtaining all required signatures.
3. Complete the Applicant Questions. Responses must be brief paragraphs, not bulleted lists, of 250 words or less.
4. Submit the required recommendation in a sealed envelope.
5. Students must attach a résumé, no more than the front and back of **one page** that should include but not be limited to:
 - positions of responsibility or leadership, both in and outside of school, including time of service or membership
 - school clubs and/or activities of which you are/were a member including year(s) of involvement and offices held in these clubs or activities
 - out-of-school clubs and/or activities, or community service of which you are/were a member including year(s) of involvement and offices held in these clubs or activities
 - work experience, jobs held with a specific employer; indicate dates of employment
6. Please submit all the materials in one packet.

Students may answer on these pages or fill in the application using an electronic version available from the their SGA Advisor or students may access the application packet at the FCPS website under the School Board tab, left shortcut sidebar, or directly at <http://www.fcps.org/boe/Student-Board-MemberElection.cfm>

STUDENT MEMBER OF THE BOARD OF EDUCATION OF FREDERICK COUNTY
Application Timeline

October 1, 2019	Packet sent to school principals and SGA advisors, posted online.
November 1, 2019	Student packet (Application Form, Letter of Recommendation, Résumé, Applicant Questions) due to Ms. Bernard, FCPS, 191 South East Street by 4:00 PM.
November 11, 2019	Selection and notification of five candidates. As Frederick County Association of Student Councils (FCASC) determined to limit the field to five candidates, if more than five apply; all completed packets will be judged on a scale of 0-4 (4 being the highest) by a panel of the Frederick County Association of Student Councils, Student Government Advisors and Central Office personnel.
November 13, 2019	Candidate Orientation- The final official candidates for the position are required to attend orientation. Meeting will be held at one of the high schools (location to be announced) and will last from 3:00-4:00 PM.
December 10, 2019	FCASC Presentation- Each candidate will have an opportunity to do a formal speech to the FCASC General Assembly. Candidates will also have an opportunity to network with delegates. Meeting is held at the FCPS Central Office Building in the Board Room, 9:30 AM.
January 16, 2020 5:00–6:30 PM Board Room, COB <i>Snow date (1/23/20)</i>	Town Hall /Candidate Forum - Each candidate will have 2 minutes to introduce themselves and summarize their platform. Candidates will first participate in a “town hall” style meeting. Questions will be directed from the audience to candidates. We will then move into the Forum with questions from the moderator. Each candidate may choose to answer another candidate’s question, not to exceed two (2) responses per candidate. All initial responses must remain under two (2) minutes, choice responses (1) minute. Candidates are required to prepare a one-page platform statement for posting.
Jan. 17- Feb.7, 2020	Students in all middle and high schools cast online ballots for the 2020-2021 SMOB.
February 20, 2020	FCASC General Assembly cast official SMOB ballots. Meeting will be held at the FCPS Staff Development Center in Walkersville, MD.
Spring 2020	New Student Member of the Board will have the opportunity to job shadow the current member.