



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 2022–2023 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 <https://www.fcps.org/boe/student-board-member-election> or contact Colleen.Bernard@fcps.org for an electronic packet.
 - Please follow the timeline for submission of applications. Applications submitted beyond the due date (4:00 PM, Monday, November 8, 2021) 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 8, 2021

4:00 PM

All materials must be submitted **online** by deadline to:

Ms. Colleen Bernard
191 South East Street
Frederick, MD 21701

Use this e-mail for submissions: Colleen.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 – an e-mail from your principal supporting your candidacy is acceptable in place of their signature – include a copy of the e-mail in your complete application package.
3. Complete the Applicant Questions. Responses must be brief paragraphs, not bulleted lists, of 250 words or less.
4. **Required Recommendations need to be submitted electronically directly from the writer to Colleen.Bernard@fcps.org by the application deadline.** It is the applicant's responsibility to ensure that recommendations have been completed on time.
5. Students must attach a résumé, no more than the front and back of **one page** that should have only your name; please do NOT include your home address, phone number or other personally identifying information. Your resume 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 <https://www.fcps.org/boe/student-board-member-election>

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

No later than October 18, 2021	Application Information sent to school principals and SGA advisors, posted online.
November 8, 2021	Student packet (Application Form, Résumé, Applicant Questions) due to Colleen.Bernard@fcps . Only complete electronic packages will be accepted. Ensure that your letter of Recommendation has been transmitted successfully.
No later than November 15, 2021	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 18, 2021	Candidate Orientation- The final official candidates for the position are required to participate in the orientation. A Google Meeting will be held from 3:00-4:00 PM.
December 2, 2021	FCASC Presentation- Each candidate will have an opportunity to do a formal speech to the FCASC General Assembly. The meeting will be held in the Board Room at the FCPS Central Office building. Meeting time is 9:00 AM-12:30 PM.
January 6, 2022 4:30–7:00 PM Board Room, COB <i>Snow date (1/11/21)</i>	Town Hall /Candidate Forum - Each candidate will have 2 minutes to introduce themselves and give their candidate speech. 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 candidate statement for posting.
January 6-27, 2022	Students in all middle and high schools cast online ballots for the 2022-2023 SMOB.
February 3, 2022	FCASC General Assembly school delegates cast official SMOB ballots. Meeting will be held at the Staff Development Center in Walkersville. Meeting time is 9:00 AM-12:30 PM. Candidates will have advance notice.
Spring 2022	New Student Member of the Board will have the opportunity to job shadow current member, Samuel Starrs.