

MISSOURI ASSOCIATION OF STUDENT COUNCILS  
**HONOR COUNCIL APPLICATION**  
 MISSOURI ALL-STATE AWARD

---

SCHOOL \_\_\_\_\_

ADVISOR(S) \_\_\_\_\_

SCHOOL ADDRESS \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SCHOOL PHONE \_\_\_\_\_ ADVISOR E-MAIL \_\_\_\_\_

SCHOOL PRINCIPAL \_\_\_\_\_

SCHOOL SUPERINTENDENT \_\_\_\_\_

SUPERINENDENT'S ADDRESS \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

MASC DISTRICT \_\_\_\_\_

FIRST TIME APPLICANT? Yes No                      APPLYING FOR \_\_\_\_\_ Gold \_\_\_\_\_ Silver

**DIRECTIONS**

- ◆ Indicate Level    High School \_\_\_\_\_    Junior High \_\_\_\_\_    Middle School \_\_\_\_\_
- ◆ Fill out school information (above) completely.
- ◆ Label all papers, photos, newspaper articles, etc., with the name of your school and the category number (i.e.—"Required, #3").
- ◆ You may not use an activity for more than one category
- ◆ Enclose one artifact for verification of each activity (examples are provided). (Only one activity per category is necessary. ) (Place a check mark in "Submitted" column.)
- ◆ Activities from January 1, 2009 to December 31, 2009, may be used.
- ◆ Do not send bulky items—send only items that will fit in application.
- ◆ Photos may be used but may not be returned. All photos must be accompanied by a written explanation. Photos should be attached to paper, labeled, and identified. ***Photos for Required item #2 should NOT be attached to paper but should be labeled and identified.***
- ◆ Items submitted may not be returned.
- ◆ Place items in order of application (starting with proof of membership).
- ◆ Have your principal review the completed application, sign and date application.
- ◆ Enclose a self-addressed, stamped envelope or postcard to be returned to you when the application has been received.
- ◆ Make sure the application is postmarked by February 12, 2010.

**APPLICATIONS MUST BE POSTMARKED BY FEBRUARY 12, 2010**

<p style="text-align: center;"><b>FOR OFFICE USE ONLY</b></p> <p>Date received _____</p> <p>Date reviewed _____</p> <p>Reviewed by _____</p> <p>Gold Award _____ Silver Award _____</p> <p>No award/reason _____</p> <p>HS _____ MS _____ JH _____</p>	<p style="text-align: center;"><b>FOR QUESTIONS OR CLARIFICATIONS, CALL:</b></p> <p style="text-align: center;"><b>KAREN HAAK</b>  <b>HONOR COUNCIL CHAIRMAN</b>  <b>660-263-8879 (HOME)</b>  <b>660-998-1150 (CELL)</b>  <b>EMAIL- teacherhaak@sbcglobal.net</b></p>
--	---

# REQUIRED ACTIVITIES

Council must submit verification materials for all.

SUBMITTED

APPROVED

- |       |       |   |
|-------|-------|---|
| _____ | _____ | 1. Membership at State level. (Dues must be paid by December 31, 2009.)   |
| _____ | _____ | 2. Attendance by student delegation at 2009 State MASC convention.  |
| _____ | _____ | 3. A written constitution. (New applicants—send entire constitution; others send first page of constitution.)   |
| _____ | _____ | 4. Democratic Election process. (Enclose a copy of your election guidelines, petitions, and/or sample ballot.)  |
| _____ | _____ | 5. Two photographs of your Council—one group and one action. Pictures must be submitted with application. <u>PLEASE do not send copies made on copy machine.</u> Do NOT attach pictures with adhesive to paper. |

# OPTIONAL ACTIVITIES

Council must submit verification materials for each.

IF YOU ARE A SENIOR HIGH SCHOOL:

\*\*Choose 11 of the following 15 activities for Gold Award

\*\*Choose 10 of the following 15 activities for Silver Award

IF YOU ARE A JUNIOR HIGH OR MIDDLE SCHOOL:

\*\*Choose 9 of the following 15 activities for Gold Award

\*\*Choose 8 of the following 15 activities for Silver Award

SUBMITTED

APPROVED

- |       |       |  |
|-------|-------|--|
| _____ | _____ | 1. In-house leadership training for all council members. (Training for officers in other clubs and organizations within the school may be included.) e.g.—lock-in, pre-school workshop, winter retreat. (Enclose a copy of your agenda and activity conducted.) **Two schools may do this jointly, but it must be a workshop in leadership training and not just a planning session. |
| _____ | _____ | 2. Membership at the district level. (Dues must be paid prior to December 31, 2008.) Membership may be documented with either a copy of purchase order, application form, or through the district president and/or state executive director.   |
| _____ | _____ | 3. Attendance at the district meeting by a STUDENT DELEGATION.   |
| _____ | _____ | 4. Attendance at Fulton Leadership Institute (summer workshop) by at least 1 (one) council member. (Enclose a copy of purchase order or registration form.)  |
| _____ | _____ | 5. Teacher/Staff Appreciation: teachers' spotlight, teacher of the month, etc.   |
| _____ | _____ | 6. Student Recognition Program or Activity: #1 Club, Student of the Month, etc.  |
| _____ | _____ | 7. Membership in the National Association of Student Councils/Division of Student Activities. (Enclose a copy of address label from <i>Leadership Magazine</i> .)  |
| _____ | _____ | 8. Attendance by Student Representation at the National Student Council Convention or attendance of a student at a national leadership camp.   |

---

# OPTIONAL ACTIVITIES—

---

continued

SUBMITTED

APPROVED

- \_\_\_\_\_ 9. Running for district and /or state office and/or holding office at district or state level.
- \_\_\_\_\_ 10. Presenting a discussion group at district and/or state meetings. (State the topic of the discussion group and enclose a copy of any handouts, etc.)
- \_\_\_\_\_ 11. Activities promoting National Leadership Week. (Explain what activities were performed.)

## EXPLANATION OF #12, #13, #14, AND #15:

You may submit a maximum of 4 (four) items from the following 4 (four) categories, with no more than 2 (two) items from any one category.

SUBMITTED

APPROVED

- \_\_\_\_\_ 12. School service project: non-income producing, not for profit: e.g.—campus beautification program, “pitch-in” trash clean-up campaign, purchase of equipment for the benefit of the school or student body, education programs, cultural diversity activities, assembly programs. (Enclose a description of your project, photos, newspaper articles, etc.)
- \_\_\_\_\_ 13. Community service project: e.g.—canned food drive, blood drive, toy drive, work in a soup kitchen, Thanksgiving dinner for senior citizens or senior citizens’ prom. (Enclose a description of your project, photo, newspaper article, thank you letter from group for which you provided service.)
- \_\_\_\_\_ 14. Spirit Activity: e.g.—Spirit week during Homecoming, Spring Fever Reliever, etc. (Enclose a description of the activity.)
- \_\_\_\_\_ 15. Activity to support State MASC charity, Special Olympics: e.g.—sell suckers, walk-a-thon, car wash, etc. (Enclose a description of the fund-raising activity.)

COMMENTS, SPECIAL NOTES, AND EXPLANATIONS (use back of application if necessary):

---

---

Advisor Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

### STATEMENT OF SCHOOL PRINCIPAL:

I have reviewed the enclosed documentation submitted for approval in this application for the Missouri All-State Honor Council and hereby do verify its authenticity.

Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Required activities \_\_\_\_\_

Optional activities \_\_\_\_\_

Total activities \_\_\_\_\_

**REMEMBER—Your school must be present at the State Convention , March, 2010 (at Jefferson City High School), to receive the award.**

Mail completed application to:

Karen Haak  
705 Franklin Avenue  
Moberly, MO 65270

### If you have questions:

Phone: 660-263-8879 (Home)  
660-998-1150 (Cell)

# FREQUENTLY ASKED QUESTIONS

**1. HOW DO I KNOW MY APPLICATION HAS BEEN RECEIVED?**

If you want to make sure your application has been received, include an e-mail address with your application. I will e-mail you when I receive your application. If still in doubt, give me a call.

**2. WHAT VERIFICATION CAN I USE TO SHOW MY SCHOOL IS A MEMBER OF THE STATE ORGANIZATION/DISTRICT ORGANIZATION?**

Terri Johnson sends out membership applications in the fall. A copy of your membership application and a copy of your purchase order or payment check are excellent verification documents. Terri also sends me a list of member schools. A list of member schools will be posted on the MASC website—<http://www.masc1.org>).

**3. WHAT CAN I DO IF I DON'T HAVE VERIFICATION FOR AN ACTIVITY?**

Sometimes there just doesn't seem to be any verification. You might have someone who participated in the activity write a note telling about the activity. A letter from your principal or activity director is also good. If the activity was promoted in your daily bulletin, a copy of the bulletin would be great.

**4. CAN AN ACTIVITY COUNT FOR MORE THAN ONE CRITERIA?**

Usually, an activity can count for only one criteria. However, if an activity has several components—like spirit days at Homecoming and an all-school assembly, it might count for more than one area (i.e., school project and spirit activity). If you aren't sure, please call me.

**5. WHEN DOES MY COUNCIL FIND OUT IF WE QUALIFY FOR AN AWARD?**

I read the applications as they come in. Each Friday, I send a letter to schools who have met the criteria for Honor Council. If you think enough time has elapsed for me to have received your application and responded, please give me a call.

**6. WHAT KIND OF PICTURES SHOULD I SEND AND HOW SHOULD I SEND THEM?**

**Pictures are used for the awards slide show, so they should be of photo quality.** A photocopy of a picture from the newspaper generally doesn't work. You may send me actual photos, but I can't promise I can return them. You may e-mail me pictures at my home e-mail address. Pictures that are e-mailed are great, but you may not have the capability to do that. I like action shots and one group picture. You may send me as many as you want. Please let me know if you have a choice as to which ones to use.

**7. IS IT OKAY TO CALL KAREN WITH A QUESTION?**

Absolutely! Now that I'm retired, I'm more likely to be home. If I'm not home, leave a message and I promise I will return your call as soon as possible. I get up very early and don't go to bed until midnight or later. I enjoy speaking to advisors, so don't hesitate to call.

**8. IF I CALL, WILL KAREN THINK MY QUESTION IS DUMB?**

Absolutely not!!!! You would be surprised how many questions I had the first time I completed the application. And, you probably aren't the only one with your question. If I can't answer your question, I'll refer your question to Terri Johnson. Please don't hesitate to call with any question. Your question may show up in the FAQ section next year.

**GOOD LUCK. MASC'S GOAL IS FOR EVERY MEMBER SCHOOL TO HAVE THE OPPORTUNITY TO EARN AN HONOR COUNCIL AWARD.**