

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 ___

If no, type of bar for plaque Adhesive _____ Rounded corners, screw in _____

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, 2010 to December 31, 2010, 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 11, 2011.

APPLICATIONS MUST BE POSTMARKED BY FEBRUARY 11, 2011

<p style="text-align: center;">FOR OFFICE USE ONLY</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;">FOR QUESTIONS OR CLARIFICATIONS, CALL:</p> <p style="text-align: center;">KAREN HAAK HONOR COUNCIL CHAIRMAN 660-263-8879 (HOME) 660-998-1150 (CELL) EMAIL- teacherhaak@sbcglobal.net</p>
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REQUIRED ACTIVITIES

Council must submit verification materials for all.

SUBMITTED

APPROVED

- | | | |
|-------|-------|---|
| _____ | _____ | 1. Membership at State level. (Dues must be paid by December 31, 2010.) |
| _____ | _____ | 2. Attendance by student delegation at 2010 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

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| _____ | _____ | 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

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|-------|-------|---|
| _____ | _____ | 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

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|-------|-------|--|
| _____ | _____ | 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, 2011 (at Mehlville 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?**

Karen will send you an e-mail when she receives your application.

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?**

I prefer you e-mail me pictures of your council. You may send me actual photos, but I can't promise I can return 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. 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.