

**FASC
HIGH
SCHOOL
AWARDS
PACKAGE**

2010-2011

*Parliamentary Procedure Contest
Mitzy Treadway Project of the Year
Medallion Council*

Table of Contents

| | |
|--|----|
| Parliamentary Procedure Contest | 3 |
| Explanation of Awards | 4 |
| Project of the Year Cover Sheet | 5 |
| Project of the Year Requirements | 6 |
| Project of the Year Categories | 7 |
| Project of the Year Application – Part One (1) | 8 |
| Project of the Year Application – Part Two (2) | 9 |
| Project of the Year Judging Sheet | 10 |
| Medallion Council Cover Sheet | 11 |
| Medallion Council Requirements | 12 |
| Medallion Council Application | 14 |
| Medallion Council Project Report Form | 15 |
| Medallion Council Judging Sheet | 16 |

THE ERIC BAILEY PARLIAMENTARY PROCEDURE CONTEST

All member schools in attendance at the state convention are eligible to enter. Each school may enter one or two non-senior students into the contest. The contest will be held during the annual state convention.

The contest consists of two parts: (1) A test on the rules of parliamentary procedure and (2) and interview by a panel of judges. *Robert's Rules of Order Newly Revised* shall be the parliamentary authority for the contest.

The winner shall serve as the FASC Parliamentarian for the following school year. The Parliamentarian shall receive complimentary registration for the annual state convention while in office.

Name: _____ Grade: _____

Current Student Council Office: _____

Home Address: _____

Home Phone: () _____

School: _____

Principal: _____

Student Council Advisor: _____

Please Answer the following questions on the back of this application:

1. State the purpose of parliamentary procedure:
2. Why I enjoy parliamentary procedure:

ATTENTION:

On the back of this application, please write a short biography. This information will be used by the judges during your interview as a basis for questions asked.

Explanation of Awards

What is the Medallion Council?

This is an overall picture of your Student Government. This is a computation of the number of projects that your program has completed over the entire year (convention to convention). It's an overall look. Including: Constitution, agendas, and minutes from meetings, and at least one project from each of the ten(10) categories. Points are accumulated for the number of projects, completed, meetings held, bonus categories, etc.

The medallion books will be judged by judges assigned by FASCA executive board.

What is the Project of the Year?

This is one project from a category that you wish to showcase. A two page application must be completed with up to five pages of documentation to support the written documentation. You may submit **only one** project per each of the ten categories.

The project books will be divided by category for judging. The project books will be judged by judges assigned by the FASCA executive board. At the conclusion of registration, the FASCA executive board will divide the project booklets by FHSAA classification for judging purposes. This will help ensure the goals of the organization to recognize as many schools as possible and to reduce the number of project books judged by specific groups of advisors.

**MITZY
TREADWAY
PROJECT
OF THE
YEAR
INFORMATION**

PROJECT OF THE YEAR REQUIREMENTS

1. All schools that submit projects, must assist in the judging process at the scheduled judging time, or all projects will be disqualified.
2. Open to any FASC member school attending the current year's state convention.
3. Schools may enter projects in any or all of the individual project categories but the same project may not be entered in more than one category.
4. The written description and task sheet may extend in page length as necessary. However, the written project description must be 50 – 250 words and the written description and task sheet must be single sided.
5. Reports may be accompanied by no more than five (5) single-sided pages of support data (photographs, etc). Publications should count as 1 piece of supporting documentation. Ex: a brochure about AIDS week, it is a tri-fold double-sided piece of paper, it should count as 1 piece. Newspaper articles should be 1 piece.
6. Support pages may include written information including, but NOT limited to agendas, invitations, programs, tickets, etc. Photos may also be used to document the project. Captions may be included for the photographs, but are NOT required.
7. Each school is limited to only one entry per project category. Projects must be completed from state convention to state convention.
8. Projects submitted as part of the Medallion Council application may be submitted separately in the Project of the Year competition.
9. Each single project must be submitted in a presentation folder, 3-ring clear cover binder not to exceed 1/2 inch. The front cover needs to contain the following information: school name, project name, and the project category, and FHSAA basketball classification in which the entry is being submitted. The front cover sheet must be able to fit in the front plastic cover sleeve.
10. Projects that have previously won first, second, or third place may not be resubmitted in any category by the winning school for a period of two (2) years.
11. Project of the Year entries must be turned in at the registration desk at the annual state convention. **THERE WILL BE NO CHANGES OR EDITS** to project books once they are submitted for judging.
12. There are ten (10) project areas: Citizenship Development, Community Service, Environmental Concerns, Faculty / Staff Relations, Fundraising, Health and Safety, Membership Motivation, School Service, School Spirit and State Project.

PROJECT OF THE YEAR CATEGORIES

You may submit one (1) project per category:

- Citizenship Development – Projects intended to foster better behavior, patriotism, or the acceptance of citizenship responsibilities. Projects designed to reduce absenteeism and improve multi-cultural understanding, and voter’s registration drives are just a few examples in this category.
- Community Service – Any project, the intent of which is to benefit the community outside of the school. Projects that benefit hospitals, humane societies, or homes for abused children are just a few examples in this category.
- Environmental Concerns – Projects emphasizing awareness education in recycling, anti-liter, responsible demonstrations, etc.
- Faculty-Staff Relations – Those projects intended to raise faculty morale or improve relations between the faculty and staff and the student council.
- Fundraising – Projects that the intent of which is to add funds to the council treasury. This could also include projects intended to raise funds for a charity.
- Health and Safety – Projects that deal with any number of health problems which are particularly destructive to high school students. Included but not limited to tobacco, alcohol and/or drug use, eating disorders, AIDS and other sexually transmitted diseases, acts of violence and automobile safety.
- Membership Motivation – Any project intended to motivate the members of the council or increase participation in the council. Lock-ins, workshops, speakers, individualized slide shows are just a few examples.
- School Service – Those projects intended to be of direct benefit to the school or student body. School clean-up or beautification, tutoring, orientation and new student buddy programs are examples.
- School Spirit – Projects intended to raise school pride or increase involvement in school activities.
-
- The State Project – Each year the FASC President suggests and the FASC Executive Board adopts a state project. The state project is usually general and may fit into another category just as well. For example, a state project could be combating illiteracy or AIDS Awareness.

PROJECT OF THE YEAR REPORT FORM

This form may be computer generated for your convenience.

CATEGORY: _____

PROJECT NAME: _____

PROJECT DATE(S): _____

MAIN GOAL(S) OF THIS PROJECT (give specific goals):

PROJECT DESCRIPTION (50-250 words):

EVALUATION (Were your goals met? What changes would you make?)

Continue on page 2

PROJECT PLANNING (Project of the Year-Page 2)

Please list in bullet format steps taken to complete this project with due dates.

TASK

DUE DATE

VERIFICATION:

We, the representatives of _____ High/Middle School, verify that this project being submitted to the Florida Association of Student Councils as part of the Project of the Year competition was completed as stated by our student council from state convention to state convention.

Student Council President

Student Council Advisor

PROJECT OF THE YEAR JUDGING SHEET

School Name _____

Category _____

Project Name _____

FHSAA Basketball Classification _____

A. Logistics 10 points _____
 (2pts off for each cover violation)
 (Cover: School name, project category, project name,
 FHSAA basketball classification, 3-ring; 1/2 in binder)

B. Completeness – Is all the information present.
 Does documentation support the project?
Are the books signed by advisor / president? 20 points _____

*Deduct 10 pts if support pages are in excess of 5 pgs.
 Deduct 0 pts in less than 5 pgs. Written description and task sheet
 may extend as necessary.*

C. Project Planning (Task Sheet) – Does it depict
 Efficient Planning? 20 points _____

D. Originality – Is this project unique, uncommon,
 Or a new twist? 10 points _____

E. Narrative – How well written is the report?
 Spelling/Grammar 5 points _____

Goals (meet description) 10 points _____

Description 10 points _____

Evaluation 10 points _____

F. Judge’s Discretionary Points 5 points _____
 (Emphasis on quality of project, not artistic
 presentation)

TOTAL POINTS (100 points possible) _____

Judge’s Comment Area:

MEDALLION COUNCIL INFORMATION

MEDALLION COUNCIL REQUIREMENTS

1. ELIGIBILITY:
 - A. **ALL SCHOOLS THAT SUBMIT A BOOK, MUST ASSIST IN THE JUDGING PROCESS, OR THE BOOK WILL BE DISQUALIFIED!**
 - B. The school must be a member in good standing in both the FASC and in their FASC district.
 - C. The school must have attended at least one (1) FASC District Meeting.
 - D. The school must have registered delegates in attendance at the current year's state convention.

2. COMPONENTS:
 - A. Completed and signed application for this award.
 - B. A copy of the council's current constitution.
 - C. Typed agendas with corresponding typed minutes from at least sixteen (16) separate student council, executive board, or committee meetings from state convention to state convention. Agenda and minutes should be in accordance with Robert's Rules of Order. (Minutes must reflect business conducted in that meeting) Each agenda must be immediately followed by corresponding minutes. This is one tabbed section of the book entitled "Agendas and Minutes."
 - D. Completed Medallion Form for each of the council's projects, grouped by project categories. At least one (1) project form must be submitted for each category (for every category missing will result in a penalty of one medallion level). Each project will be worth one (1) point. Each category must have divider, tab, and a typed alphabetized table of contents of projects for that category. Projects shall be arranged according to the table of contents for each category. All projects entered must have been completed from state convention to state convention.
 - E. The above components must be bound in one (1) three-ring loose-leaf binder. The following information must be on the front cover: school name, FASC district number, and FHSAA Boy's Basketball classification.
 - F. Duplicate projects must indicate different dates on both the table of contents and on the medallion forms.

3. Schools must earn the following **minimum** points to earn medals based on their FHSAA Boy's Basketball classification.

| MEDAL TYPE | 6A | 5A | 4A | 3A | 2A&A |
|---------------|-----|-----|-----|-----|------|
| GOLD | 180 | 170 | 160 | 150 | 140 |
| SILVER | 170 | 160 | 150 | 140 | 130 |
| BRONZE | 160 | 150 | 140 | 130 | 120 |

MEDALLION COUNCIL REQUIREMENTS – CON'T

4. GENERAL
 - A. Due Date: Medallion Council notebooks must be turned in at the registration desk at the annual state convention, where it will be officially logged in.
 - B. Scoring: Schools must meet minimum requirements listed on the Medallion Council Scoresheet.
 - C. Bonus Points: Schools can earn extra bonus points by typing a separate sheet of paper listing all bonus points and placing that paper at the end of the book. Bonus points must have a separate divider and tab.
 - D. The same project cannot be submitted in multiple categories.

5. BONUS CATEGORIES AND (POINT VALUES)
 - A. Hosting a FASC, SASC, or NASC conference (20).
 - B. FASC officer school
 - President (10)
 - Vice President (15)
 - Secretary (10)
 - Parliamentarian (10)
 - C. FASC district officer school (5)
 - D. Non-victorious state officer candidate school at last year's FASC state convention (3)
 - E. Attending all of your FASC district meetings (3)
 - F. Attending NASC annual convention (2)
 - G. Attending SASC annual convention (2)
 - H. Hosting a district meeting (3)

Remember that these are in addition to the back of the book. Example: You host a district meeting. You fill out a medallion form for the Membership Motivation section, and list "Hosted District Meeting," on your BONUS POINTS page. Therefore, technically you are getting four (4) points for that one project.

MEDALLION COUNCIL APPLICATION

SCHOOL: _____

SCHOOL ADDRESS: _____

SCHOOL PHONE NUMBER: () _____

PRINCIPAL: _____

STUDENT COUNCIL ADVISOR: _____

STUDENT COUNCIL PRESIDENT: _____

HOW MANY MEMBERS ARE IN YOUR STUDENT COUNCIL? _____

HOW OFTEN DOES YOUR STUDENT COUNCIL MEET? _____ per month

FHSAA BOY'S BASKETBALL CLASSIFICATION (circle one):

6A 5A 4A 3A 2A 1A

PARTICIPATION:

- | | | | |
|----|--|-----|----|
| A. | Is your school a member in good standing of FASC? | Yes | No |
| B. | Is your school a member in good standing of your FASC district? | Yes | No |
| C. | Did your school send delegates to at least one (1) district meeting? | Yes | No |

VERIFICATION:

We, the representatives of _____ High/Middle School, verify that this book being submitted to the Florida Association of Student Councils as part of the Medallion Council was completed as stated by our student council from state convention to state convention.

Student Council President

Student Council Advisor

MEDALLION COUNCIL PROJECT REPORT FORM

This form may be computer generated for your convenience.

CATEGORY: _____

PROJECT NAME: _____

PROJECT DATE(S): _____

FHSAA CLASSIFICATION: _____

MAIN GOAL(S) OF THIS PROJECT (give specific goals):

PROJECT DESCRIPTION (50-250 words):

EVALUATION (Were your goals met? What changes would you make?)

MEDALLION COUNCIL SCORESHEET

- | | | |
|----|--|----------------------|
| 1. | Logistics - 3-ring binder, info on cover (FHSAA, Dist, and school name) | _____ 5 pts |
| 2. | Application (1pt off for each component miss) | _____ 7pts |
| 3. | Constitution | _____ 5 pts |
| 4. | Agendas (16 needed for max points (ms8)) | _____ 2pt/per 32 max |
| 5. | Minutes (16 needed for max points (ms8)) | _____ 2pt/per 32 max |
| 6. | Dividers | _____ 5 pts |
| 7. | Tabs | _____ 5 pts |
| 8. | Table of Contents – alpha order per category | _____ 1pt/per 10 max |

Bonus Categories

- | | | |
|----|---|-------|
| 1. | Hosting FASC, NASC, SASC conference (20) | _____ |
| 2. | FASC President (10) | _____ |
| 3. | FASC VP (15) | _____ |
| 4. | FASC Secretary or Parliamentarian (10) | _____ |
| 5. | FASC Dist. Officer School (5) | _____ |
| 6. | Attend all District Meetings (3) | _____ |
| 7. | Non-victorious officer candidate school (3) | _____ |
| 8. | Attend NASC or SASC conference (2) | _____ |
| 9. | Host a district meeting (3) | _____ |

| | Category | Number of projects |
|-----|---------------------------|--------------------|
| 1. | Citizenship Development | _____ |
| 2. | Community Service | _____ |
| 3. | Environmental Concerns | _____ |
| 4. | Faculty / Staff Relations | _____ |
| 5. | Fundraising | _____ |
| 6. | Health and Safety | _____ |
| 7. | Membership Motivation | _____ |
| 8. | School Service | _____ |
| 9. | School Spirit | _____ |
| 10. | State Project | _____ |

TOTAL POINTS _____

Name of school: _____

FHSAA Boy's BB Classification: _____ Award: _____