

FASC
Middle School
AWARDS
PACKET
2009-2010

Parliamentary Procedure Contest
Mitzy Treadway Project of the Year
Council of Distinction

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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 Council of Distinction?

This is an overall picture of your Student Council. This is a compilation 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 six (6) 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, 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, 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 one entry per project category. Projects must be completed from state convention to state convention.
8. Projects submitted as part of the Council of Distinction 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 in which the entry is being submitted. The front cover sheet shall be able to fit in the front plastic cover sleeve.
8. 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.
9. 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.
10. There are six (6) project areas: Citizenship Development, Community Service, Faculty /Staff Relations, School Service, School Spirit and the 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.
- Faculty-Staff Relations – Those projects intended to raise faculty morale or improve relations between the faculty and staff and the student council.
- 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

(This is a SAMPLE sheet, DO NOT INCLUDE with the submitted project)

School Name _____

Category _____

Project Name _____

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

B. Completeness – Is all the information present.
Does documentation support the project? 20 points _____
Deduct 10 pts if in excess of 5 pgs.
(Do not count the application, pgs 1+2)

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 _____

F. Goals (meet description) 10 points _____

G. Description 10 points _____

H. Evaluation 10 points _____

F. Judge's Discretionary Points 5 points _____
(Does project shine over artistic merit?)

TOTAL POINTS (100 points possible) _____

Judge's Comment Area:

MIDDLE
SCHOOL
COUNCIL
OF
DISTINCTION

COUNCIL OF DISTINCTION 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 eight (8) 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 followed by corresponding minutes. This is one section of the book entitled "Agendas and Minutes."
 - D. Completed Middle School Council of Distinction Form for at least one project in each of the following categories; Citizenship Development, School Service, Community Service, Faculty / Staff relations, School Spirit and the FASC State Project. Each category must have a divider, tab and a typed alphabetized table of contents of the projects in that 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 the school population.
 - F. Duplicate projects must indicate different dates on both the table of contents and on the medallion forms. Duplicate projects cannot consist of the same action repeated on a regular basis. For example, maintaining the school marquee is one project, not one project each time it is changed.

3. Schools must earn the following minimum points to earn certificates based on their school population.

MIDDLE SCHOOL	<499	500-1499	1500+ (Student Pop.)
GOLD	90	95	100
SILVER	80	85	90
BRONZE	70	75	80

COUNCIL OF DISTINCTION REQUIREMENTS (CONTINUED)

4. GENERAL
 - A. Due Date: Council of Distinction 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 Council of Distinction 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 behind the minutes in the Council of Distinction book. Bonus points must have a separate divider and tab.
 - D. The same project cannot be submitted in multiple categories. For Example, Faculty/Staff Birthday cards is one project, not one per week, month or card delivered.
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 a NASC or SASC annual convention (2)
 - G. 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 Hosting a district meeting (3) form for the Community Service section, and list "Hosted District Meeting," on your BONUS POINTS page. Therefore, technically you are getting four (4) points for that one project.

COUNCIL OF DISTINCTION 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

SCHOOL POPULATION (circle one):

>499

500-1499

1500+

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

COUNCIL OF DISTINCTION PROJECT 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?)

NO ATTACHMENTS PERMITTED

COUNCIL OF DISTINCTION 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 (8 needed for max points) _____ 2pt/per 32 max
5. Minutes (8 needed for max points) _____ 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. Faculty/Staff Relations _____
4. School Service _____
5. School Spirit _____
6. State Project _____

TOTAL POINTS _____

Name of school: _____

Award: _____