Ensign Intermediate School
Associated Student Body
Application Packet

IMPORTANT: PLEASE READ ALL DIRECTIONS AND REQUIREMENTS BEFORE SIGNING THIS APPLICATION. YOUR SIGNATURE AND A PARENT’S SIGNATURE INDICATE YOUR UNDERSTANDING OF ALL RULES AND EXPECTATIONS.

_________________________________________
FIRST NAME

_________________________________________
LAST NAME

_________________________________________
E-MAIL ADDRESS (PLEASE PRINT CLEARLY)

DATES TO CONSIDER:

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, November 9th, 2015</td>
<td>Applications will be made available after school and online.</td>
</tr>
<tr>
<td>Friday, November 13, 2015</td>
<td>Deadline for ASB application to be turned in.</td>
</tr>
</tbody>
</table>

In applying to be a part of the Ensign Intermediate School ASB, please consider the following:

1. Applications postmarked after the deadline, 3:00 P.M. 11/13/15, will not be considered.

2. A committee of eighth grade students and Ensign’s staff members will evaluate all candidates. Selections will be based upon your completed application and an interview that takes place with the activity director and executive board.

3. Those students chosen to be in ASB will be in the group for the entire year pending quarterly evaluations from teachers.

4. Please have two teachers at Ensign (not a family member) fill out the Reference Form on your behalf. This form is not to be turned in by the student. The teacher will turn the form into Mrs. Charron. All submitted forms are considered confidential correspondence between the author and the interview committee, and are not available for review by candidates or their parents. This ensures an honest and fair evaluation of each candidate. Turning in a completed application form and being selected for the application process does not guarantee one a spot in ASB.
Please read each of the following statements and sign your initials after each statement:

1. All members of ASB represent the school with dignity, pride, and integrity. They are both leaders and role models. I understand that any student not maintaining high personal, academic, and behavioral standards both on and off campus may forfeit his/her position. 

2. I understand that part of integrity means being honest about my place of residence, and that I must reside within the attendance boundaries for Ensign Intermediate School. If I do not, my parents must apply for and be accepted for a transfer before I can be in Ensign ASB. 

3. I understand that my job description includes helping with summer activities, back-to-school night, assemblies, school dances, fundraisers, lunchtime activities, open house, awards nights, and all other on-campus activities. 

4. I understand that sometimes activities on campus may occasionally cause me to miss all or part of another class, and that I am still responsible for all the work missed during that time. I also understand that some activities require working before school, at lunch, or outside of the school day. 

5. I understand that if I am appointed, I must enroll in the ASB class as my elective for the year. Failure to enroll will result in forfeiture of my position in ASB. 

6. I understand that as a member of ASB, a large part of my grade consists of projects on- and off-campus performed outside the regular school day, and that I will need to complete a certain number of these projects each quarter in order to maintain my grade. 

7. I understand that as a member of ASB I need to maintain a respectful online presence, and I will not post any disrespectful pictures or comments on any social media sites. 

I hereby agree to all of the above statements and will do my best to follow each of them.

Student signature ____________________________________________
Date ________________________________

Parent/guardian signature ______________________________________
Date ________________________________
Please type or neatly handwrite the answers to the following questions on a separate sheet of paper with your first and last name. Your answers should fit all on one side of an 8½x11” sheet of paper. Attach the sheet to this application.

1. Why are you applying for ASB?

2. If appointed to the ASB elective class, how would you demonstrate your leadership and school spirit at the school?

3. Why do you feel you are qualified for this office?

4. In what ways do you demonstrate leadership and responsibility outside of school?

5. What do you think the responsibilities are of an ASB officer and a leadership class student?

6. What is one new idea you have for an activity on campus (please do not write about a dance or assembly)?

7. How do you plan to be a positive influence on the Ensign campus?
Student Leader Recommendation Form  
(Needs to be filled out by an Ensign Teacher) 

STUDENT SHOULD FILL THIS BOX OUT BEFORE HANDING TO THE REFERRING ADULT. ALL OTHER INFORMATION IS FILLED OUT BY REFERRING ADULT.

Student name: ___________________________________________ Name of reference: ________________________________

Relationship of reference to the student (teacher, coach, etc.): __________________________________________

Directions: Please score the student leadership candidate whose name appears above on the following criteria. He/she is being considered for a position of great responsibility and leadership in ASB (student council). Your honest assessment of this student is taken very seriously. While comments are not required, they can prove enormously helpful in a very competitive process such as this.

DO NOT GIVE THIS BACK TO THE STUDENT. Your individual scores and comments are NEVER shown to the student or parents, to maintain confidentiality. Please return this form to ASB SELECTION PROCESS, c/o Mrs. Charron, Ensign Intermediate School, 2000 Cliff Dr, Newport Beach CA, 92663. All reference forms should be postmarked by November 13th, 2015. Thank you so much for your time.

<table>
<thead>
<tr>
<th>Characteristic</th>
<th>Score (1-5)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student takes initiative and shows self-motivation</td>
<td></td>
</tr>
<tr>
<td>Student shows respect for both adults and peers</td>
<td></td>
</tr>
<tr>
<td>Student demonstrates emotional maturity</td>
<td></td>
</tr>
<tr>
<td>Student is on time to class and turns assignments in on time</td>
<td></td>
</tr>
<tr>
<td>Student is trustworthy and honest</td>
<td></td>
</tr>
<tr>
<td>Student is kind and caring to others in both words and actions</td>
<td></td>
</tr>
<tr>
<td>Student works well as a member of a team</td>
<td></td>
</tr>
<tr>
<td>Student is a positive leader in the classroom</td>
<td></td>
</tr>
<tr>
<td>Student enthusiastically participates in class activities and discussions</td>
<td></td>
</tr>
<tr>
<td>“Gut feeling” – on a scale of 1-5, what is this student’s leadership potential?</td>
<td></td>
</tr>
</tbody>
</table>

GUIDE FOR SCORING ASB CANDIDATES

1 means – the student never or hardly ever displays the characteristic at all
2 means – the student displays the characteristic less than what is expected of a student leader
3 means – the student displays the characteristic as expected of a student leader
4 means – the student displays the characteristic more often than expected of a student leader
5 means – the student displays the characteristic at the very highest level; this student serves as a clear example to others in this particular area, and few others in your career match this student’s excellence in this area

“N/A” means – the student may or may not display this characteristic, but you have not had a chance to observe it in your particular setting; a score of “n/a” will not factor into the student’s final score index

Comments:_____________________________________________________________
__________________________________________________________________
__________________________________________________________________
__________________________________________________________________

Signature of referring adult: ___________________________________________
# Student Leader Recommendation Form
*(Needs to be filled out by an Ensign Teacher)*

**Student name:** ___________________________________________  **Name of reference:** ______________________________________

**Relationship of reference to the student (teacher, coach, etc.):** ________________________________________________

**Directions:** Please score the student leadership candidate whose name appears above on the following criteria. He/she is being considered for a position of great responsibility and leadership in ASB (student council). Your **honest assessment** of this student is taken very seriously. While comments are not required, they can prove enormously helpful in a very competitive process such as this.

**DO NOT GIVE THIS BACK TO THE STUDENT.** Your individual scores and comments are NEVER shown to the student or parents, to maintain confidentiality. Please return this form to **ASB SELECTION PROCESS, c/o Mrs. Charron, Ensign Intermediate School, 2000 Cliff Dr, Newport Beach CA, 92663.** All reference forms should be postmarked by **Friday, November 13th, 2015.** Thank you so much for your time.

<table>
<thead>
<tr>
<th>Characteristic</th>
<th>Score (1-5)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student takes initiative and shows self-motivation</td>
<td></td>
</tr>
<tr>
<td>Student shows respect for both adults and peers</td>
<td></td>
</tr>
<tr>
<td>Student demonstrates emotional maturity</td>
<td></td>
</tr>
<tr>
<td>Student is on time to class and turns assignments in on time</td>
<td></td>
</tr>
<tr>
<td>Student is trustworthy and honest</td>
<td></td>
</tr>
<tr>
<td>Student is kind and caring to others in both words and actions</td>
<td></td>
</tr>
<tr>
<td>Student works well as a member of a team</td>
<td></td>
</tr>
<tr>
<td>Student is a positive leader in the classroom</td>
<td></td>
</tr>
<tr>
<td>Student enthusiastically participates in class activities and discussions</td>
<td></td>
</tr>
<tr>
<td>“Gut feeling” – on a scale of 1-5, what is this student’s leadership potential?</td>
<td></td>
</tr>
</tbody>
</table>

**GUIDE FOR SCORING ASB CANDIDATES**

1 **means** – the student never or hardly ever displays the characteristic at all

2 **means** – the student displays the characteristic less than what is expected of a student leader

3 **means** – the student displays the characteristic as expected of a student leader

4 **means** – the student displays the characteristic more often than expected of a student leader

5 **means** – the student displays the characteristic at the very highest level; this student serves as a clear example to others in this particular area, and few others in your career match this student’s excellence in this area

“N/A” **means** – the student may or may not display this characteristic, but you have not had a chance to observe it in your particular setting; a score of “n/a” will **not** factor into the student’s final score index

**Comments:**

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

**Signature of referring adult:** ___________________________________________
ASB Information

This page is for information only. It does not need to be turned in with the application.

What is ASB?
According to California state law, the ASB is responsible for managing all the student money brought in by vending machines, the student store, and other fundraisers. However, the ASB is also responsible for a wide variety of student activities. At any school, it’s the responsibility of the ASB to make sure students of all backgrounds and interests have the opportunity to get involved and have fun at school—and that’s our job at Ensign. Ensign ASB is responsible for putting on fundraisers, lunchtime activities, assemblies, student and staff recognition programs, community service, school dances, the weekly video announcements, the Renaissance program, the sale of grams, and much more. In addition, Ensign ASB students are called on to help out with school-wide activities like Back-to-School Night and Open House. In addition to working hard in class and on all the activities, being an ASB member means being a student leader. A student leader is a role model for other students both on and off campus. A student leader is someone who obeys the law and school rules, is respectful to all students and adults on campus, and believes in doing the right thing, even if it isn’t always the popular thing.

Gosh! This all sounds overwhelming! Is it worth it?
At Ensign, ASB meets just as often as your math, science, history, English, or PE class. This means not having another elective. It’s a big commitment and a lot of work! But, for everything you put in, you will also get a lot back. You will learn communication skills, project management, teamwork, how to make a budget, time management, and the value and joy of a job well done. Chances are, you’ll also make a lot of great friends in the process. Both you and your parents should be aware that both these electives are a large commitment of both time and energy. We pride ourselves on being some of the hardest-working people on the Ensign Intermediate School campus. If you have any questions, feel free to e-mail Mrs. Charron, the activities director at lcharron@nmusd.us.

Remember, the deadline for turning your application is by 3:00 P.M. on 11/13/15. Make sure you have everything signed and a separate sheet with the questions answered. This can be turned into Mrs. Charron’s box in the front office.