

PASC Executive Board Middle Level Seat Details

Projected meeting dates: Meeting dates are outlined in the attached Middle Level Representative Responsibilities.

Cost: PASC pays most travel/hotel costs and some meal costs. The only cost to the student/family would be for souvenirs and an occasional meal.

Travel: Method of transportation will depend upon the location of the activity and could include auto, bus, or airplane.

Housing: Students will stay with host families or in hotel rooms with other student board members of the same gender during regular meetings and LEAD. Adult board members will be in the same hotel during those stays and a hotel nearby during conferences.

Please complete and return by Friday, October 21, 2011 to:

Amy Kauffman, PASC Middle Level Coordinator

Emory H. Markle Intermediate School

225 Bowman Road

Hanover, PA 17331

PASC Executive Board Information/Commitment Form

Student Name _____ Grade 7th only Birth Date _____

Address _____ Phone _____

E-mail _____

Parent(s)/Guardian(s) _____

Name/Address/Phone of any custodial parent/guardian who does not share the above address/phone with the student:

Answers may be written in the space below or typed and attached to the application.

1. Why do you want this position? _____

2. What skills do you possess that would benefit the PASC Executive Board? _____

3. What contributions have you made for the betterment of your school and/or community? _____

PENNSYLVANIA ASSOCIATION OF STUDENT COUNCILS
RESPONSIBILITIES OF A MIDDLE LEVEL REPRESENTATIVE
2012

The positions of PASC Middle Level Student Representative and Advisor Representative hold many opportunities for the school, student council, and the individual student who is selected to hold the position. Many opportunities are provided for leadership training, travel, and development of human relations skills. With these opportunities come time commitment and leadership responsibilities. Listed below are the expectations of the middle level representative.

1. The **student and advisor representatives** should donate whatever time is necessary to faithfully carry out the duties of his/her office. Attendance at PASC events or meetings is expected to have priority over all other activities.
2. The **student and advisor representatives** will be expected to attend a meeting of the PASC Executive Board January 2012. The student and **advisor** will travel to Altoona, PA on Friday, January 13, 2012 for an introductory session and remain for the Executive Board meeting that will last through Saturday, January 14, 2012. Travel, meals, and lodging will be arranged at PASC expense.
3. An NASC LEAD Conference is being planned in Washington DC on February 3 - 5, 2012. PASC will provide up to \$850 to cover transportation, lodging, meals, and conference registration for the Middle Level advisor and student representative.
4. The **student and advisor representatives** will be expected to attend a meeting of the PASC Executive Board in March (1st to 3rd). This meeting will include a review of the 2012 State Conference as well as a business meeting. This meeting will be held in New Castle, PA. **Student and advisor representatives** will arrive on Thursday evening, March 1, 2012 and will conclude by approximately 4:30 on Saturday, March 3. Housing will be in host homes of Union MSHS/Laurel JSHS. Travel, meals, and lodging will be arranged at PASC expense.
5. The **student and advisor representative** have the **option** to attend the NASSP's STAR Leaders Conference. The delegation will participate in a pre-conference trip en route to the national conference. Housing and transportation arrangements will be made by PASC. The cost of the conference registration and trip will be approximately \$1300 per person plus additional conference hotel costs for the advisor. The student could attend without the advisor.
6. The **student and advisor representative** will be expected to attend a meeting of the PASC Executive Board July 27 – 29, 2012 at South Western High School near Hanover, PA. Travel, meals and lodging will be arranged at PASC expense. Arrival on Friday should be between 3:00-5:00. Departure on Sunday will be at approximately 1:30.
7. The **student and advisor representative** will be expected to attend the state conference. The student will be an additional member of his/her school's delegation. Travel expenses are the responsibility of the student's school. Conference registration fee for the student is paid by PASC. The 2012 state conference will be held November 1- 3, 2012 at Union MSHS/Laurel JSHS in New Castle, PA.
8. The **student and advisor representative** will be expected to attend a meeting of the PASC Executive Board January 2013. The student and advisor representative will travel to a site to be announced for a session beginning at 12:00 P.M. and return Saturday evening after an all day session. Travel will be arranged at PASC expense.
9. The **Middle Level student and advisor representatives** are expected to promote and carry out all PASC projects and to participate in the selection process of future middle level representatives.
10. The **Middle Level Representatives** should keep an open line of communication with middle level schools in Pennsylvania. A Middle Level Representative should collaborate with the Middle Level Coordinator in preparing middle level information to be distributed to the Publications Coordinator as directed by the middle level coordinator.
11. When possible, **the representatives** are asked to attend district conferences in their region.
12. It is expected that **the representatives** attend one of the PASC Blue Summer Workshops.

13. In January at the beginning of the representative's term the **student and advisor representatives** will each be assigned to serve on a PASC standing committees on which to serve in addition to the Middle Level Committee. Most committee work will occur as part of the July/ August board meeting, but at times special meetings of committees may be called at the request of the co-chairs or Executive Director.
14. The Executive Board will allot an expense account to the middle level representatives to cover telephone and mailing expenses. The representative must show accurate records of how their PASC allotment is spent.
15. Each middle level representative may be reviewed on an as needed basis by the Executive Director and removed from office by the state Executive Board for just cause.
16. A school is ineligible to serve for a two-year period following the completion of a term.

SIGNATURES OF APPROVAL

I have read the details of the PASC Executive Board position listed above and fully support this endeavor. I understand the commitment required and ensure that the above named student will attend all meetings, functions, and conferences regardless of location and method of travel.

_____ **Middle Level Representative Candidate**

_____ **Middle Level Candidate's Parent or Guardian**

_____ **Middle Level Candidate's Parent or Guardian**

_____ **Middle Level Candidate's Advisor**

_____ **Middle Level Candidate's Principal**

School Name _____

School Address _____

_____ **Zip** _____

School Telephone Number (____) _____ **School Fax Number**(____) _____

Advisor's Name _____

Advisor's Home Address _____

_____ **Zip** _____

Advisor's Home Telephone Number (____) _____

Advisor's email address _____