



Pennsylvania Association of Student Councils

KEYSTONE COUNCILS Middle Level Recognition Program

September 2018

Dear Colleague:

PASC, through its vision to ‘recognize school and individual achievements’, is issuing your council a challenge – the challenge of excellence! This program offers the opportunity for your council to grow and improve. It is not intended to be a competition among councils; rather, its purpose is three-fold:

1. To be a goal-setting and planning tool for advisors and student leaders as they plan out their year. This program can help you achieve a balanced year of activities.
2. To be used as an evaluative tool throughout the year – to help you see what you’ve accomplished, and stay focused on what you are striving for.
3. A method whereby PASC can effectively recognize quality councils within the state.

The following pages contain a description of activities and services, which your student council may wish to accomplish. Please note that points are given for each completed activity. Councils earning enough points will qualify for **Keystone Council Award or the Distinguished Keystone Councils**, and will be honored at the PASC State Conference at Westmont Hilltop High School and will receive specially designed certificates with a seal indicating their specific recognition. The PASC office will also prepare a media release for your local newspaper. After all, we can all use a little good news! Because we operate under the “honor system,” we ask your cooperation in being fully truthful in your scoring – even if it means qualifying for a lower category. Remember, achieving any one of the categories is an accomplishment to be proud of!

A copy of the description pages along with attached documentation must be mailed to: **Jeff Kusniez, Awards Coordinator, 120 N. Monroe St. Boyertown, PA 19512** by Friday, June 30, 2019. Since this program runs from spring to the following spring, councils may include points acquired after May 21, 2018. The only requirement is that your school must be an active PASC member school in order to participate.

On behalf of the PASC Executive Board, I wish your council an exciting and fulfilling year. Please feel free to contact me if you have any questions.

Sincerely,

Rose Ann Fulena
PASC Executive Director

Certificate Categories:	
<u>TOTAL PTS.</u>	<u>AWARD</u>
120 - 167	Keystone Council
168 - 200	Distinguished Keystone Council

Timeline:	
July 1, 2018 to June 30, 2019.....	Activities Completed
June 30, 2019.....	Postmark Deadline
August 2019.....	Applications Reviewed
October 1, 2019.....	Awarded Schools Notified
November 2019.....	Awarded Schools Recognized at the State Conference

Middle Level Student Council / Leadership Recognition Program
Please make sure you record the points your school earned on the line provided.

I. SERVICE

A. SCHOOL

- _____ 1. Give your council **5 pts.** if you did two activities such as campus cleanup, new student orientation, school beautification, etc.
Activity _____ Date _____
Activity _____ Date _____
- _____ 2. Give your council **5 pts.** if you attach documents of the above activities such as photographs, newspaper coverage, thank you letters, etc.
- _____ 3. Give your council **5 pts.** If you provide forums or other activities that provide all members of the student body with an opportunity to express their views and concerns, and to suggest ideas for activities that improve school climate.
- _____ 4. Give your council **5 pts.** if you have a student(s) serving on school or school district committee or your council meets regularly with your principal.
Name of student(s) _____
Type of Meeting(s) _____

B. COMMUNITY

- _____ 1. Give your council **5 pts** if you did one community service activity. Examples might be adopting a nursing home, tutoring elementary school students, clean up a park, etc.
Activity _____ Date _____
- _____ 2. Give your council **5 pts** if you attach documents of the activities.

_____ **SECTION TOTAL (30 PTS. POSSIBLE)**

II. ACTIVITIES

A. GOAL SETTING

- _____ 1. Give your council **5 pts.** if your council established goals for the year.
Attach a copy of the goals.
- _____ 2. Give your council **5 pts.** if you attach a statement explaining why you chose these goals for your school.

B. AGENDA PLANNING

- _____ 1. Give your council **5 pts.** if you had an agenda for each of your meetings this year.
- _____ 2. Give your council **5 pts.** if you attach one of your agendas from the year.
- _____ 3. Give your council **5 pts.** if you attach a copy of student-produced, dated minutes from one of your meetings.

C. ACTIVITIES CALENDAR/PLANNING

- _____ 1. Give your council **5 pts.** if you developed an activities calendar for the year.
- _____ 2. Give your council **5 pts.** if you attach a copy of your activities calendar.
- _____ 3. Give your council **5 pts.** if you attach a statement explaining how each of these activities supported one or more of your goals.

D. EVALUATIONS AND CONCLUSIONS

- _____ 1. Give your council **5 pts.** if you evaluated your activities throughout the year.
- _____ 2. Give your council **5 pts.** For attaching a copy of the evaluation form you used.
- _____ 3. Give your council **5 pts.** if you attach a statement explaining how one of your evaluations will change the activity for next year/next time. Please list specifics.

_____ **SECTION TOTAL (55 PTS. POSSIBLE)**

III. LEADERSHIP DEVELOPMENT ACTIVITIES

A. SCHOOL

- _____ 1. Give your council **10 pts.** if your school is a 2018-2019 member of PASC.
- _____ 2. Give your council **10 pts.** if you have a constitution. Please attach a copy of your constitution
- _____ 3. Give your council **5 pts.** if you have an election or application process. Please attach a copy of your election/application materials/handouts.
- _____ 4. Give your council **10 pts.** if you hold meetings at least once each month during the school day or if you meet regularly outside of the school day (i.e. before or after school).
- _____ 5. Give your council **5 pts.** if the council officers/leaders meet with the advisor(s) prior to each meeting to plan for the meeting and write the agenda.
- _____ 6. Give your council **3 pts.** if you sponsored and planned for a motivational guest speaker to speak to your student body.
Guest speaker's name _____ Date _____
- _____ 7. Give your council **2 pts.** if you attach documents from the motivational guest speaker activities such as photographs, newspaper coverage, correspondence from speaker, etc.
- _____ *BONUS If your school hosted a Mini-THON or a sponsored an event raising funds for the Four Diamonds during the school year **(5 pts.)**

B. DISTRICT/ REGIONAL

- _____ 1. 2018 PASC Fall/ 2019 Spring District or Regional Conference Attendance **(5 pts)**
- _____ 2. If someone from your school presented a workshop at your PASC District/ Regional Conference **(2 pts./ workshop, max. 10 pts.)**
- _____ *BONUS If your school hosted a District/ Regional Conference during the school year **(5 pts.)**
- _____ *BONUS If your school has a member on a PASC District Board **(5 pts.)**

C. STATE

- _____ 1. 2018-2019 PASC Membership **(5 pts.)**
- _____ 2. PASC PAL Conference Attendance (attended the last one offered- - Fall 2017) **(5 pts.)**

- _____ 3. 2018 PASC State Conference Attendance (**1 pt. per person, max. 5 pts.**)
- _____ 4. 2018 PASC Summer Camp Attendance (**1 pt. per person, max. 5 pts.**)
- _____ 5. If someone from your school presented a workshop at the PASC State Conference (**3 pts. workshop, max 15 pts.**)
- _____ 6. If your school participated in fundraising for the 2018 State Charity – Children’s Miracle Network (**5 pts.**)
- _____ *BONUS If your school hosted the State Conference last year or is hosting this year (**10 pts.**)

_____ **LEADERSHIP DEVELOPMENT SECTION TOTAL (100 PTS. POSSIBLE)**

Project Description 15 Points

Please select one of the events/ activities you listed above under service or calendar planning and complete a one-page summary (approx. 250 words) elaborating on how it fits one of the following criteria:

1. Most successful project of the year
2. Most unique project to your school
3. Project with the greatest impact on your school or community
4. Project that your student council learned the most from

PASC
MIDDLE LEVEL RECOGNITION PROGRAM
2018-2019

Information Form

School Name _____ District _____

PASC District _____ County _____

Address _____

City _____ Zip _____ Phone _____

Advisor's Name _____

Advisor's E mail _____

Principal's Name _____

Principal's Email _____

We have reviewed this application and verify that to the best of our knowledge the information contained within is factual and fulfills the requirements for:

(Check one) Keystone TOTAL POINTS EARNED _____
 Distinguished Keystone

Please list the years that you received this award _____

Student Council President's Signature _____ Date _____

Advisor's Signature _____ Date _____

Principal's Signature _____ Date _____

