

**PORT ST. LUCIE HIGH SCHOOL**  
**STUDENT GOVERNMENT APPLICATION**

General Purpose of the Student Government Association (SGA)

As the elected representative of the Student Body, Student Government Association shall:

Promote a greater degree of unity, respect, spirit, and cooperation among students, faculty, staff and administration. Offer and oversee activities for furthering the academic, social, and spiritual growth of the student body.

Provide a democratic and representative forum through which students may address school related issues affecting the student body. Represent to the faculty and administration the concerns of the student body regarding academic and disciplinary policies.

Consult with appropriate policy-making administrators regarding school policies and guidelines.

The specific delegated responsibilities of the SGA shall be to:

- Serve as the official representative of the student body to the faculty and administration.
- Act as consultants to the faculty and administration concerning all matters of student life.
- Promote school spirit and unity by sponsoring a variety of social events.
- Work in conjunction with the Assistant Principal of Student Affairs concerning all
- matters of club budgets, events, and the establishment of an activities calendar for each academic year.

The Class Officers shall:

- Work closely with their class committee and moderator to organize and oversee class-specific activities and meetings.
- Inform the Student Government Association of all class activities.
- Present the opinions and ideas of their class to the SGA.

- Inform their class of the decisions of the SGA.
- Serve as chairmen of Class Committee Meetings.

### **POSITIONS / RESPONSIBILITIES**

**Class President:** The class president is in charge of arranging meetings with the class advisor, organizing events with their class, and brings monthly reports to the Student Council. Each class is required to have 1 meeting a month with your class officers and advisor, thus the role requires a great deal of communication with your individual class officers. Homecoming is a major example. The President of each class also serves on the Student Council as a representative.

**Vice President:** The class president description is very similar to the class president. Have great leadership skills, and will step in to run individual class meetings when the President is unable.

**Class Secretary:** The class Secretary takes notes and minutes at all the individual class meetings. He or she is also in charge of relaying information to the Assistant Principal in charge of Activities. It is your responsibility of taking attendance and turning in a monthly attendance record to the Executive Secretary and a monthly set of meeting minutes. The Class Secretary is also in charge of getting out important information to the class officers and Representatives such as meeting reminders, memos, and has a record of each member's daily class schedule to give out the information when needed. This position is highly recommended to a person who has outstanding organizational skills.

**Class Treasurer:** The Class Treasurer works very closely with the School's Bookkeeper in handling each class's budget and must be very good at handling money. An example of this would be buying homecoming materials, keeping track of how many materials are needed and the prices. The Class Treasurer is required to give a monthly report to their class president to share with the Student Council.