

# **Canyon Crest Academy Associated Student Body**

## **2019-2020 Application**

### **Returning Applicants**

#### ***ASB RESPONSIBILITIES***

##### **Personal Responsibilities**

By enrolling in ASB, you must be willing and able to devote time and energy toward ASB events on and off campus. You should be open to learning leadership skills and want to become an effective member of your committee. Committee work in ASB focuses on achieving both short term and long term goals through events and other committee activities. In achieving these goals, you will become a more effective leader, planner, communicator, and organizer. You are expected to be an impactful member of your committee; this requires working well in groups and being autonomous, as needed. You will get more out of your experience in ASB if you apply yourself and put more effort into your work. Enthusiasm and spirit are key to having a satisfying and successful semester in ASB.

##### **Leadership Responsibilities**

- Plan, execute, and attend numerous events and student activities
- Be spirited and participate in CCA ASB activities and events, including dress up days
- Be a leader both in and out of the ASB classroom by being responsible and respectful toward students, staff, parents, and vendors
- Actively participate in weekly CCA ASB student council meetings
- Complete event paperwork, required for planning ASB events, in a timely fashion
- Commit between 25 and 30 hours outside of class time per quarter
- Use proper accounting practices when working in Student Store and Concessions
- Learn how to set up, run and take down the music system and other equipment
- Seek to understand and master all processes and procedures of ASB

#### ***ASB PREREQUISITES AND CONDITIONS***

- If accepted, you must enroll in ASB at least one term of the 2019-2020 school year
- ASB members must have and maintain a 2.5 GPA or higher
- No history of discipline policy violations

Turn in completed packet to Mr. Kortman in a sealed envelope with your name on it.

Do not give it to another ASB student or leave it in the ASB room.

**Deadline: Friday, April 19<sup>th</sup> at 3:30pm**

**ASSOCIATED STUDENT BODY CONTRACT**

I understand the responsibilities and expectations of being an ASB member as described on the previous page. I have discussed the ASB contract with my parent/guardian and I am willing to dedicate my time, passion and skill toward being a valuable participant in the ASB class. I acknowledge that, if I violate any portion of the school discipline policy, I may be removed from the class, and may also be barred from running for any future ASB positions or reacceptance into the ASB program.

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Student's Name (print)

Signature

Date

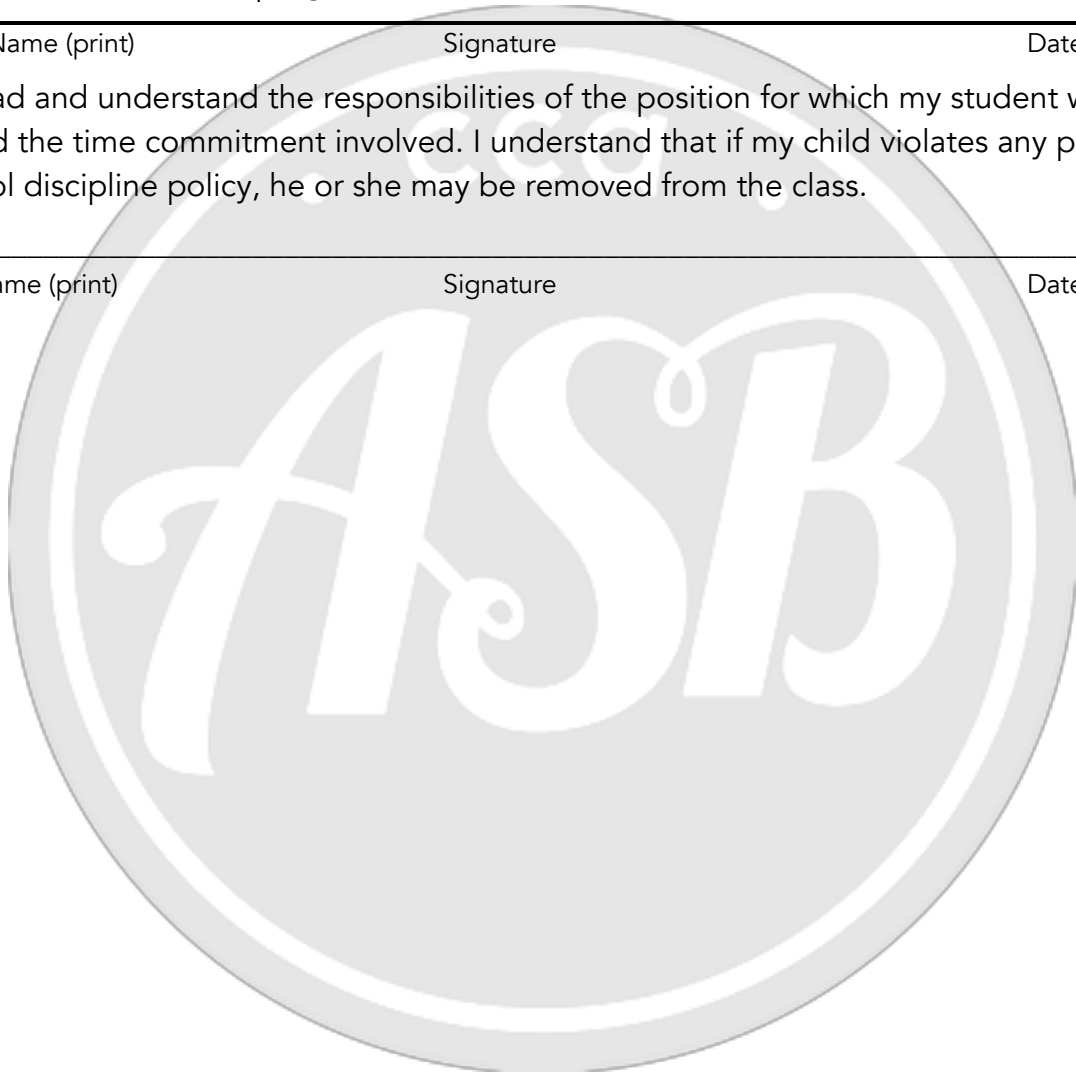
I have read and understand the responsibilities of the position for which my student wishes to apply and the time commitment involved. I understand that if my child violates any portion of the school discipline policy, he or she may be removed from the class.

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Parent's Name (print)

Signature

Date



## APPLICANT INFORMATION

Please print neatly using ink or type in a clear font.

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Grade Level (2019-2020 school year): \_\_\_\_\_

For which semester(s) do you want to be enrolled?

Fall  Spring  Both

Registrar's confirmation that the GPA of your most recent progress report (not cumulative GPA) meets the 2.5 eligibility requirement:

\_\_\_\_\_  
Registrar's Name (print) Signature Date

Counselor approval that your schedule and credits will allow you take second period ASB for the portion of the 2019-2020 school year indicated in the above question:

\_\_\_\_\_  
Counselor's Name (print) Signature Date

### Interviews

Interviews with the ASB director and the Executive Committee will take place the week of May 6<sup>th</sup>. We will contact you via email or phone by May 3<sup>rd</sup> with your interview time. The interview is an excellent way for us to get to know you better, and is a great opportunity for you to showcase your personality.

### Letters of Recommendation

If you are a returning member of ASB, you must submit one letter of recommendation from a 2018-2019 teacher. The letter of recommendation form is attached at the end of this document. Be sure to give your teachers adequate time to complete the letter of recommendation. It doesn't reflect positively on your leadership skills if you give them too little time to complete the recommendation form. It is highly recommended that you give them the form at least a month before their April 19th due date.

**Short Answer Questions**

1. How has your individual work and participation in ASB positively impacted the CCA student body?

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2. What have you learned from your past experiences in ASB?

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3. How would you like to see the class improved?

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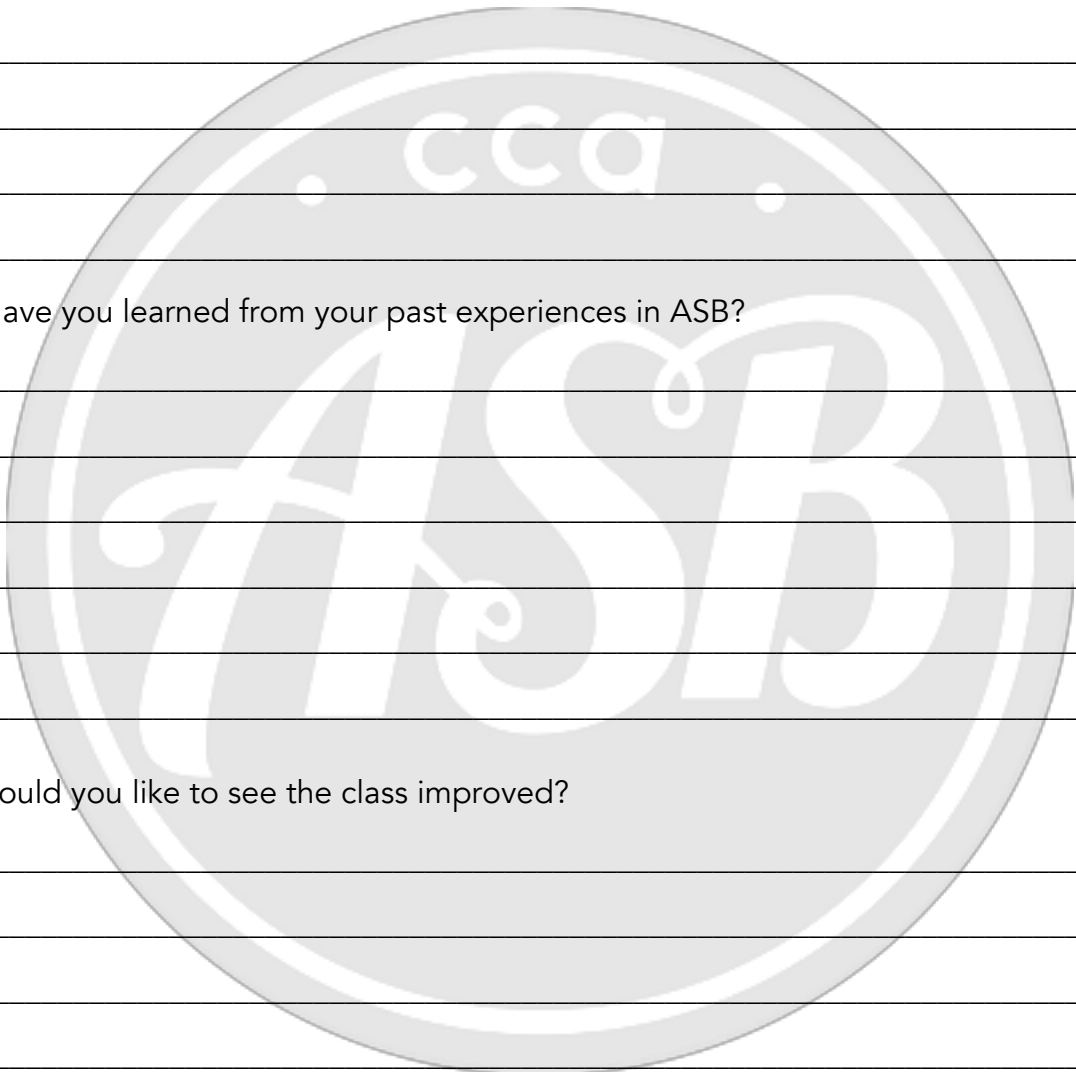
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4. What is one aspect of the ASB class or leadership that you have struggled with?

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5. What is something we don't know about you?

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## Letter of Recommendation CCA ASB Application

If you are not a CCA teacher, please mail, fax, or email this form to:  
 Mail: Tanner Kortman CCA ASB; 5951 Village Center Loop Rd. San Diego, CA 92130  
 Fax: (760) 943-3646      Email: Tanner.Kortman@ccaasb.com

Name of Applicant: \_\_\_\_\_

Recommender: \_\_\_\_\_ Relation to Applicant: \_\_\_\_\_

Your E-mail or Phone Number: \_\_\_\_\_

Please rate the applicant on a scale of 1-5 in the following categories based on his or her abilities as a leader. Your scores and comments will be kept confidential, and will only be used by the ASB Director and Executive Committee to determine if ASB is the best fit for the student!

<i>5: above and beyond</i>	<i>4: strong</i>	<i>3: average</i>	<i>2: needs improvement</i>	<i>1: poor</i>
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- |  |   |   |   |   |   |
|--|---|---|---|---|---|
| 1. Does this student work well with others?                              | 1 | 2 | 3 | 4 | 5 |
| 2. Is this student responsible and well organized?                       | 1 | 2 | 3 | 4 | 5 |
| 3. Is the student self-driven?   | 1 | 2 | 3 | 4 | 5 |
| 4. Is this student reliable?   | 1 | 2 | 3 | 4 | 5 |
| 5. Does this student know how to handle tough situations under pressure? | 1 | 2 | 3 | 4 | 5 |
| 6. Does this student have a positive attitude?                           | 1 | 2 | 3 | 4 | 5 |
| 7. Does the student have a voice in class?                               | 1 | 2 | 3 | 4 | 5 |

**Very, Very Short Answers:**

1. What is the best quality you feel this student has to offer as a leader at CCA?  
 \_\_\_\_\_  
 \_\_\_\_\_

2. If you were an ASB advisor, would you want this student as part of your team?  
 \_\_\_\_\_  
 \_\_\_\_\_

3. Are there any other comments you would like to share to aid us in our decision?  
 \_\_\_\_\_  
 \_\_\_\_\_

**PLEASE RETURN TO TANNER KORTMAN BY APRIL 19<sup>th</sup>**