



**Student Government Association**  
Robinson Secondary School  
Fairfax, VA 22032

Cover Letter - **Read me!**  
For all Leadership Training &  
Class Council Candidates  
For 2010-2011

**Questions? Contact either Mr. Kownacki ([PAKownacki@fcps.edu](mailto:PAKownacki@fcps.edu)) or  
Mrs. Neun ([ANNeun@fcps.edu](mailto:ANNeun@fcps.edu))**

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Dear Prospective SGA applicant,

Hello and Welcome! We are excited about your interest in the student leadership class for next year. We are looking for hard working, dedicated students that have a genuine interest in leadership, service, and most importantly, Robinson spirit! It is our sincere hope that you are one of these people.

The following are some frequently asked questions and answers you may find helpful...

❖ **What is the SGA?**

The Student Government Association is a combination of the class council members as well as SGA council, as well as all the accepted members of the Leadership Training class. Members of the SGA raise money for their class, plan school projects, and represent their classmates at school functions.

❖ **What is Leadership Training?**

Leadership Training is the title of the course that meets during 8<sup>th</sup> period. Students who are enrolled in the Leadership Training class constitute the majority of the Robinson Student Government.

❖ **What is SAC?**

The Student Advisory Council (SAC) meets every month at various schools around the county to provide a student's opinion on county issues to the superintendent. There are 4 elected members per school. It is not mandatory to take Leadership Training to be a member of SAC.

❖ **Can anyone run for class council?**

Class council positions are open to the entire school. The SGA sponsors and Robinson administration reserves the right, though, to remove anyone from the candidate pool based on questionable character issues and a poor citizenship record.

❖ **What is the role of class council members?**

The primary role of a class council member is to raise money for their class that goes toward the class gift, prom, graduation, and other activities senior year. Class council members also work to plan and organize projects and activities that promote unity and school spirit within the class. Elected council members work closely with their class sponsors (there are two per class) on all activities.

❖ **Do I have to take Leadership Training if I am elected to class council?**

It is mandatory to take Leadership Training if you are elected to Class Council. You must fill out two separate applications if you are running for class council and applying to Leadership Training.



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**Application Requirements:** Application materials will be available on the Robinson homepage. Please review the chart below for application guidelines for Leadership Training, School Office, or both...

<b>Application Requirements</b>	
<b>Leadership Training (8th pd.)</b>	<b>Class Council or SAC</b>
<ul style="list-style-type: none"><li>○ <b>Application Packet</b> Please type the answers...each application packet contains a personal information request, questionnaire, and personal essay.</li><li>○ <b>Academic Transcript</b> Request a copy from your counselor</li><li>○ <b>Teacher Recommendation</b> Present enclosed form with attached envelope to a teacher that knows you best. Please allow them at least a week to fill out this form, and set a date for pickup before you leave. The recommendation should be returned sealed in the envelope you provided with your application materials.</li><li>○ <b>Administrator Signature</b> Obtain the signature of your administrator to verify that you are in good standing to participate in SGA.</li><li>○ <b>Interview</b> This is a requirement for the student leadership class. Applicants will be personally contacted if an interview is desired. The date, time, and expectations for the interview will be communicated at that time.</li></ul>	<ul style="list-style-type: none"><li>○ <b>Candidacy Declaration</b> Please type or print neatly . . . you must complete the Candidacy Declaration Sheet.</li><li>○ <b><u>Students that are applying for both an officer position and Leadership Training need only one copy of their transcript , one teacher recommendation and one signature from the administration.</u></b></li></ul>
<b>Application materials due by Tuesday, February 23</b>	

**Submission:** All paperwork, including transcripts and recommendations, must be handed personally to Mr. Kownacki in C115 or Mrs. Neun in M5 either before or after school by 2:30pm on Tuesday, February 23. Application materials need to be turned in together. Applications cannot be submitted in teacher mailboxes as they are not necessarily secure. Late submissions as well as those that are emailed will NOT be considered.

Download the application on <http://www.fcps.edu/RobinsonSS/>



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**Calendar Dates.** Please adhere to all deadlines and communicate problems to Mr. Kownacki or Mrs. Neun ahead of time to avoid any issues. Here are some general dates for both Leadership Training and Elections...

- ☆ Leadership Training & School Council Applications available  
Date: Tuesday, February 2
- ☆ Leadership Training & Class Council & SAC Interest Meeting - Davala Hall  
Dates: Thursday, February 11 OR Friday, February 12 during RAISE  
A non-mandatory opportunity to get questions answered about the Student Government
- ☆ All Applications due - E109  
Date: Tuesday, February 23 by 2:30pm
- ☆ Election Candidates Meeting - E109  
Date: Monday, March 1 2:30pm  
**Mandatory** meeting for all Council candidates - if you do not attend you cannot run!
- ☆ Leadership Training Interviews (Candidates TBA)  
Tentative dates will be March 8-11.  
Candidates sign up for interview times outside B216
- ☆ 1<sup>st</sup> Leadership Training Roster submitted  
Date: Friday, March 12
- ☆ Election Week  
Dates: Monday, April 19- Friday, April 23  
The SGA election committee will hang all posters and flyers for the candidates.
- ☆ SGA Roster Finalized  
Date: Monday, April 26

The SGA sponsors reserve the right to change/adjust these dates due to inclement weather, teacher meetings, etc. Please check the morning announcements and the Robinson website for any possible changes. More specific information will be provided once we have established a candidate list and had our election candidates meeting.

**Contact Information.** If you have a question about how the Leadership Training and Class Council election process works, please feel free to email either Mr. Kownacki ([PAKownacki@fcps.edu](mailto:PAKownacki@fcps.edu)) or Mrs. Neun ([ANNeun@fcps.edu](mailto:ANNeun@fcps.edu)). If you feel more comfortable discussing the matter in person, feel free to stop by C115 or M5 after school.

Once again, thank you very much for your interest in student leadership at Robinson and we look forward to working with you in the future.

Sincerely,

Mr. Kownacki & Mrs. Neun  
SGA Sponsors