

# Townsend Junior High School ROUND TWO Leadership Application 2018 - 2019

Due on: May 16, 2018 (please print clearly)

Student Name: \_\_\_\_\_ Permanent ID #: \_\_\_\_\_

Parent Phone: (        ) \_\_\_\_\_ - \_\_\_\_\_ Student Phone: (        ) \_\_\_\_\_ - \_\_\_\_\_

Parent E-mail: \_\_\_\_\_ Student E-mail: \_\_\_\_\_

Adult T-Shirt Size (circle one): XS   S   M   L   XL

Number each Committee in order of preference (1 is the highest, 6 is the lowest):

_____ Community	_____ Publicity	_____ Spirit
_____ Extracurricular	_____ Renaissance	_____ Tech Squad

Please attach the following items to this cover sheet:

- ✓ A copy of your most recent report card showing CURRENT grades, attendance and citizenship (these will be verified to determine eligibility if any part is missing, application will not be considered)
  - ✓ ONE Confidential CURRENT teacher recommendation / evaluation sealed in an envelope with teacher signature across the sealed flap (teacher may send to school separately)
  - ✓ ONE Confidential Influential Adult (unrelated to you) recommendation / evaluation sealed in an envelope with adult signature across the sealed flap (adult may send to school separately)
  - ✓ On a separate sheet of paper, answer the following questions in your own words. Your answers should give evaluators an idea of who you are, so be detailed!
1. Why do you want to be involved in Student Government (Leadership)?
  2. What qualities, characteristics, and experiences do you have that make you a good leader? Include previous leadership positions held as well as activities / groups / teams / events / hobbies with which you have been involved.
  3. What special skills, talents or qualifications do you have that would make you an asset to the Leadership class? (You may submit original artwork / photography / videography instead of answering this question if you have these talents)
  4. As a leader on campus, what would you do to improve our school?
  5. How would you involve the student population in planned activities? Include why you think this is important and what activities you would plan.
  6. What could you do to increase school spirit? Include why you think this is important.
  7. Who / What has had the greatest impact on your life?
  8. What is the biggest obstacle you have overcome in life, and how has that impacted your ability to lead?

- ☉ I understand that I will be responsible for duties associated with student government and will serve as a Leader on campus if selected.
- ☉ I understand that I am responsible for maintaining a 2.0 or higher as well as maintaining a positive attitude toward the class, advisers, students and staff.
- ☉ I understand that I will have assignments to complete, activities to participate in, and committees to work on, all of which will be graded. I may have to spend time during my lunch and after school to complete tasks. It is hard work and must be completed according to high expectations.
- ☉ I understand that I may be required to change lunches throughout the school year.
- ☉ I understand that I am applying for a class with a limited number of spaces. I understand that there are over 200 students who are looking to fill a class with 60 spaces and that there is a good chance that I will not be selected. **I will accept the decision of the Townsend staff as final.**

Student Signature \_\_\_\_\_ DATE: \_\_\_\_\_

Parent Signature \_\_\_\_\_ DATE: \_\_\_\_\_

## Leadership Committees

The Leadership students work together on most activities and projects on campus. However, all students will be placed in specialized committees according to the strengths that the advisers see in them.

### Community

Executes all community service-related projects on campus. Oversees student recognition in the areas of Student of the Month, Perfect Attendance, and Honor Roll.

### Extracurricular

Plans and oversees school dances, intramurals, and other extracurricular events throughout the year.

### Publicity

Ensures that all activities and events are advertised on campus and within the community.

### Renaissance

Plans and implements all Renaissance Rallies and student recognition.

### Spirit

Plans and implements all Spirit Days, theme weeks, lunch games and related events.

### Tech Squad

Provides technical support for schoolwide visual and audio needs.

### Yearbook

Plans, designs and distributes yearbook.

## Requirements of a TJHS Leadership Student:

Students will need to have:

1. A minimum GPA of 2.0. (Students with any D's or F's will not be selected)
2. Excellent citizenship in all classes. (Students with any N's or U's will not be selected)
3. Good attendance habits. (Students with excessive absences will not be selected)
4. Copy of most recent report card showing CURRENT grades, attendance and citizenship
5. Positive Recommendation by current teacher.
6. Positive Recommendation by adult unrelated to student.
7. This application completed & returned to the TJHS office by May 16, 2018.

(No late applications will be accepted for any reason)

## Leadership Class Selection Time Line

May 16, 2018: Final Deadline for submitting applications to Townsend Office

**LATE APPLICATIONS WILL NOT BE ACCEPTED**

June 1, 2018 @ 3:00 p.m.: Final Leadership Class list available in the Townsend office and posted online with student's first name and last initial as well as last four digits of permanent ID number. Please call office to verify identity of names listed.

**TOWNSEND JUNIOR HIGH SCHOOL ROUND TWO LEADERSHIP CLASS APPLICATION**  
**CONFIDENTIAL TEACHER RECOMMENDATION & EVALUATION**  
**Date Due: May 16, 2018**

**Student Name:** \_\_\_\_\_ **CURRENT TEACHER NAME:** \_\_\_\_\_

**Student Instructions:** Give this form to your current teacher with an envelope and ask them to complete it and send it so that it will be received no later than May 16. Your teacher can give you the evaluation back in the envelope with their signature across the sealed flap, or they can send it directly to the Townsend Office.

**Teacher Instructions:** Thank you in advance for your willingness to help us evaluate your student on qualities and character traits valued by the Leadership program at Townsend Jr. High. All information will be used for selection purposes only and will be treated in the strictest confidence. Your assistance is greatly appreciated!

**LEADERSHIP—Mark the best description of student**

- ☐ A true coach / leader in the class
- ☐ Consistently excellent positive influence
- ☐ Tends to be a Follower
- ☐ Strong Influence in a Negative way at times
- ☐ Strong Negative influence all the time

**DRIVE TO SUCCEED—Mark the best description of student**

- ☐ Top 5% (driven in everything)
- ☐ Highly motivated (self-driven)
- ☐ Very solid
- ☐ Sporadic (does only when asked or directed)
- ☐ Below what is required

**OVERALL ACADEMIC ACHIEVEMENT—Mark the best description**

- ☐ Far Above Expectation
- ☐ Above Expectation
- ☐ As expected (a good student)
- ☐ Somewhat below expectations
- ☐ Below what is required

**ATTENDANCE—Mark the best description of student**

- ☐ Excellent Attendance
- ☐ Occasionally Absent, Makes Up Work
- ☐ Frequently Absent, Makes Up Work
- ☐ Frequent Absent, Does Not Make Up Work
- ☐ Frequently Tardy

**INTEGRITY—Mark the best description of student**

- ☐ High Morals
- ☐ Solid Character
- ☐ No Concerns
- ☐ Questionable
- ☐ Small Issues
- ☐ Big Issues

**ABILITY TO WORK IN GROUPS—Mark the best description**

- ☐ Top Notch Leader. Amazing in any group despite personality differences.
- ☐ Always Works Well. Solid in any group.
- ☐ In general, productive with guidance.
- ☐ Fairly adequate but needs to improve.
- ☐ Sometimes unable to cope / personality issue / off task often (circle all that apply)
- ☐ Poor quality / off task the majority of the time

**MATURITY IN TERMS OF AGE / GRADE**

- ☐ Very mature, beyond age
- ☐ Mature for age
- ☐ Normal
- ☐ Somewhat immature
- ☐ Very immature, can't handle leadership

**GENERAL DISPOSITION - Mark all that apply**

- ☐ Model student behavior-wise
- ☐ Positive attitude on a daily basis
- ☐ Very respectful on a daily basis
- ☐ Disrespectful / challenging at times
- ☐ Socially a disruption at times

**SPECIAL SKILLS - Mark all that apply**

- ☐ Organized
- ☐ Artistic
- ☐ Good Oral Communication Skills
- ☐ Performance Experience
- ☐ Kind / Friend to all
- ☐ Creative

**ADDITIONAL COMMENTS (Anything else we should know about applicant):**

**Teacher Signature:** \_\_\_\_\_

**Where we may contact teacher if we have further questions:** \_\_\_\_\_



**TOWNSEND JUNIOR HIGH SCHOOL LEADERSHIP CLASS APPLICATION**  
**CONFIDENTIAL INFLUENTIAL ADULT RECOMMENDATION & EVALUATION**  
**Date Due: May 16, 2018**

**Student Name:** \_\_\_\_\_ **INFLUENTIAL ADULT NAME:** \_\_\_\_\_  
**How do you know this adult?** \_\_\_\_\_ **(MUST BE UNRELATED TO YOU)**

**Student Instructions:** Give this form to an adult **who is not related to you in any way** but who has been influential in your life with an envelope and ask them to complete it and send it so that it will be received by the office no later than May 16. This adult can give you the evaluation back in the envelope with their signature across the sealed flap, or they can send it directly to the Townsend Office at 15359 Ilex Drive, Chino Hills, CA 91709.

**Influential Adult Instructions:** Thank you in advance for your willingness to help us evaluate this student on qualities and character traits valued by the Leadership program at Townsend Jr. High. All information will be used for selection purposes only and will be treated in the strictest confidence. Your assistance is greatly appreciated!

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- ☐ Creative

**ADDITIONAL COMMENTS (Anything else we should know about applicant):**

**Influential Adult Signature:** \_\_\_\_\_

**Where we may contact adult if we have further questions:** \_\_\_\_\_