

# IASC Honor Council Book Scorecard

Scorer's Name: \_\_\_\_\_ Name of School: \_\_\_\_\_

*\*Final graded copy is to be placed in Honor Council Book.*

	Max Points	Sub Subtotal
<b>Paperwork (6 Points)</b>		
1. Title page	2 Points	_____
2. Application met deadline	4 Points	_____
		Subtotal _____/6
		<b>Total _____/6</b>

## I. Mechanics (61 Points)

### A. Constitution (6 Points)

1. Submit one current copy of your constitution.	3 Points	_____
2. Evidence of at least one proposed revision within the last three years.	1 Point	_____
3. Include one old and one revised constitution with original sections highlighted and revisions highlighted.	2 Points	_____
		Subtotal _____/6

### B. Elections/Members (6 Points)

1. Evidence of a procedure for selecting student council members. (Campaigning, petitions, etc.)	1 Point	_____
2. Evidence of nomination procedure for officer/ executive board of student council.	1 Point	_____

	Max Points	Sub Subtotal
3. Evidence of executive board member elections. (Ballot, petition, etc)	1 Point	_____
4. Evidence of officer training. (Workshop materials, minutes, etc.)	1 Point	_____
5. Evidence of new member orientation (Workshop materials, minutes, etc.)	1 Point	_____
6. Submit Roster of current members.	1 Point	_____
		Subtotal _____/6

**C. Meetings (18 Points)**

1. Submit agendas and minutes from a business meeting. Dates for minutes and agendas must match. (2 points per pair; max of 3 submissions)	6 Points	_____
2. Submit agenda and minutes from an executive board meeting. (Dates for agenda and minutes must match) (1 point each pair; max of 2 submissions)	2 Points	_____
3. Submit two itemized treasurer's reports. (1 point each; max of 2 submissions)	2 Points	_____
4. Evidence of faculty/ administration involvement in a student activity or council meeting. (Announcements, sign-in sheet, photo-with affidavit, etc.)	2 Points	_____

	Max Points	Sub Subtotal
5. Evidence of two summer meetings. (Agenda, minutes, etc.) (Can be full council and/or executive board.) (1 point each.)	2 Points	_____
6. Evidence of non-member student involvement in a council event (Surveys, minutes, sign-in sheet, etc.)	1 Point	_____
7. Evidence of a special single-purpose business meeting with all members. (Not just executive board.)	1 Point	_____
8. Evidence of inter-club cooperation. (Joint committee or event between council and other school clubs.)	2 Points	_____

Subtotal \_\_\_\_\_/18

**D. Committees (27 Points)**

\*\*\* *Standing Committee: A committee that meets throughout the year. (e.g. finance, constitution, etc.)*

\*\*\* *Ad Hoc Committee: A committee that meets for a certain period of time or until the project is completed. (e.g. homecoming decorations, car wash, etc.)*

1. List of standing committees	1 Point	_____
2. List of Ad Hoc committees	1 Point	_____
3. Submit a report (current summary of the business of the committee) from three different standing committees. (Minutes, proposals, etc.) (2 points each-max of 3 reports)	6 Points	_____
4. Submit evaluation reports from three different standing committees. (Evaluations by committee chairs of projects that the committee completed.) (2 points each-max of 3 reports)	6 Points	_____

	Max Points	Sub Subtotal
5. Submit a report (current summary of the business of the committee) from three Ad Hoc committees. (2 points each; max of 3 reports.)	6 Points	_____
6. Submit agenda and minutes from 3 Ad Hoc committees. (2 points each; max of 3 pairs.)	6 Points	_____
7. Evidence of committee participation by non-council students. (Announcements, sign-up sheets, etc.)	1 Point	_____
		Subtotal _____/27

**E. Planning (4 Points)**

1. Submit a calendar (yearly or monthly) of council meetings and activities.	2 Points	_____
2. Submit a proposed budget for the school year.	2 Points	_____
		Subtotal _____/4

**Total \_\_\_\_\_/61**

**II. Communications (32 Points)**

**A. Student Body (4 Points)**

1. Evidence of communication to student council from student body. (Written letters, written suggestions, minutes, etc.)	2 Points	_____
2. Evidence of council response to student issues. (Petitions, minutes, etc.)	2 Points	_____
		Subtotal _____/4

Max Points      Sub Subtotal

**B. School Relations (13 Points)**

- |                                                                                                                                                |          |       |
|------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------|
| 1. Evidence of council activity coverage in school media. (Newspaper, yearbook, official school media account, etc)                            | 1 Point  | _____ |
| 2. Evidence of publication containing prospective events and information. (2 points each; max of 2 submissions.)                               | 4 Points | _____ |
| 3. Evidence of council promotional advertisement. (Flyers, announcements, etc.)                                                                | 2 Points | _____ |
| 4. Evidence of student council reports to faculty and/or administration. (Emails, letters, minutes, etc.) (1 point each; max of 2 submissions) | 2 Points | _____ |
| 5. Evidence of Teacher Appreciation activities. (Emails, affidavits, flyers, etc.) (1 point each-max of 4 submissions.)                        | 4 Points | _____ |

Subtotal \_\_\_\_\_/13

**C. Community Relations (6 Points)**

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|--------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------|
| 1. Evidence of council activity coverage in community media. (Newspapers, item from non-school affiliated social media account or website, etc.) | 1 Point | _____ |
| 2. Evidence of communication to the community other than through the local paper. (Emails, letters, flyers, bulletins, etc.)                     | 1 Point | _____ |

	Max Points	Sub Subtotal
3. Evidence of participation in local community service projects. (Emails, photos-with Affidavits, flyers, etc.) (1 point each; max of four projects.)	4 Points	_____
		Subtotal _____/6

**D. Miscellaneous (9 Points)**

1. Submit an article by a council member of an advisor appearing in a district newsletter, the IASC <i>Reporter</i> , or national publication. (2 points each; max of 3 submissions.)	6 Points	_____
2. Submit an established updated "Council Handbook" that was put together in the past 3 years.	3 Points	_____
		Subtotal _____/9

**Total \_\_\_\_\_/32**

**III. Evaluations (13 Points)**

**A. Evaluation by Council (10 Points)**

1. Evidence of evaluation each quarter of council meeting. (1 each quarter; 1 point per completed evaluation.)	4 Points	_____
2. Evidence of evaluation of council projects. (1 point each; max of 3)	3 Points	_____
3. Evidence of council evaluating the advisor(s).	1 Point	_____
4. Evidence of council evaluating the council's effectiveness as a whole.	1 Point	_____
5. Evidence of council evaluating the executive board.	1 Point	_____
		Subtotal _____/10

Max Points      Sub Subtotal

**B. Non-Member Evaluation of Council (3 Points)**

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|------------------------------------------------------------------------------------------------------------------------------------------|----------|-------|
| 1. Evidence of student body evaluating the council's effectiveness as a whole.                                                           | 1 Point  | _____ |
| 2. Evidence of council evaluation by administration and/or school board. (Does not include advisor) (1 point each; max of 2 submissions) | 2 Points | _____ |

Subtotal \_\_\_\_\_/3

**Total \_\_\_\_\_/13**

**IV. Involvement (142 Points)**

**A. Council Activity (23 Points)**

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|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------|
| 1. Evidence of council planning, organizing, and executing assemblies.(Agenda, outline, script, etc.)(1 point each; max of 3 submissions)                                                                                                                                                                  | 3 Points  | _____ |
| 2. Evidence of council member(s) attending or participating in a School board meeting. (Sign-ins, principal letter, etc.) (1 point each; max of 3 submissions)                                                                                                                                             | 3 Points  | _____ |
| 3. Submit detailed reports of four different major council projects. Reports must include one document being the project project form, and a second document being further evidence. (Evidence can include a photo {with affidavit}, announcement, etc.) (4 points for each project; max of 4 submissions) | 16 Points | _____ |
| 4. Evidence of council retreat (Holiday party, amusement park trip, team building activity, etc.)                                                                                                                                                                                                          | 1 Point   | _____ |

Subtotal \_\_\_\_\_/23

**B. District Involvement (39 Points)**

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|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------|
| 1. Evidence of district membership. (Certificate, payment of dues, etc.)                                                                                                         | 1 Point  | _____ |
| 2. Evidence of district workshop/event attendance. (Program, group photo, affidavit, etc.) (1 point per workshop; max of 3 submissions)                                          | 3 Points | _____ |
| 3. Evidence of hosting a workshop/event and/or supplying materials and Items for the workshop/event (Pens, folders, etc.)                                                        | 2 Points | _____ |
| 4. Evidence of district convention attendance. (Photo with affidavit, documents received while there, etc.)                                                                      | 4 Points | _____ |
| 5. Evidence of serving as district convention host.                                                                                                                              | 6 Points | _____ |
| 6. Evidence of positions at district convention. (Hall of Ideas, Credentials Committee, Constitution Committee, Honor Council Committee, etc.) (1 point each; up to 4 positions) | 4 Points | _____ |
| 7. Evidence of member serving as Discussion Group Leader or Recorder.(1 point each; up to 4 positions.)                                                                          | 4 Points | _____ |
| 8. Evidence of a member participating in a district election as an approved candidate. (2 points each; up to 2 candidates.)                                                      | 4 Points | _____ |



	Max Points	Sub Subtotal
9. Evidence of a student council member serving as a district officer. (Minutes, letterhead, etc.)	2 Points	_____
10. Evidence of elected or appointed advisor at the district level.	2 Points	_____
11. Evidence of advisor in a leadership position for a district workshop, event, or convention. (1 point each; up to 2 events.)	2 Points	_____
12. Evidence of council members (excluding district officers) attending a district meeting. (Minutes, memos, photos, etc.) (1 point each; up to 2 meetings.)	2 Points	_____
13. Evidence of Honor Council Book participation at district level.	1 Point	_____
14. Evidence of participation in district service project for convention. (Copy of certificate, email from convention secretary, etc.)	2 Points	_____
		Subtotal _____/39

**C. IASC Involvement (59 Points)**

1. Evidence of IASC membership. (Certificate, payment of dues, etc.)	1 Point	_____
2. Evidence of attending the Summer Leadership Workshop as a delegate. (1 point per delegate; up to 4 delegates.)	4 Points	_____

	Max Points	Sub Subtotal
3. Evidence of attending a state weekend or one day workshop. (Dynamicsof Trust, Fall Drive-In Workshop, Advanced Workshop in Carlinville, etc.) (1 point per attendee up to 6 points.) (2 attendees maxper workshop.)	6 Points	_____
4. Evidence of hosting a statewide workshop. (Drive-In, Winter Workshop, etc.)	2 Points	_____
5. Evidence of student or adult member/advisor serving as a staff member at a workshop. (Summer Leadership Workshop, Advanced Workshop, etc.) (1 point per volunteer; up to 3 points.)	3 Points	_____
6. Evidence of attending last year's IASC State Convention.	3 Points	_____
7. Evidence of member serving as Discussion Group Leader, Round Table Moderator, and/or Recorder from last year's State Convention. (2 points per Member; up to 4 members.)	8 Points	_____
8. Evidence of member serving on an IASC Committee at last year's State Convention. (Credentials Committee, Honor Council Committee, Constitution Committee, etc.) (1 point per member, up to 3 members.)	3 Points	_____
9. Evidence of member presenting a service project at last year's State Convention. (2 points per project; up to 3 projects.)	6 Points	_____

	Max Points	Sub Subtotal
10. Evidence of a Hall of Ideas display at last year's State Convention. (2 points per project; up to 3 displays.)	6 Points	_____
11. Evidence of Honor Council Book submission at last year's State Convention.	2 Points	_____
12. Evidence of participation in the IASC service project for This year's State Convention. (Copy of submission to President.)	2 Points	_____
13. Evidence of an approved candidate for the IASC State Board and/or Host School application from last year's State Convention. (Copy of application.)	1 Point	_____
14. Evidence of a current state officer from your council.	2 Points	_____
15. Evidence of an advisor presenting at an IASC Workshop.	1 Point	_____
16. Evidence of an elected or appointed advisor at the State level.	1 Point	_____
17. Evidence of host school for the IASC State Convention in past 4 years.	6 Points	_____
18. Evidence of member nominated as a Reflections Honoree at State Convention.	1 Point	_____
19. Evidence of an advisor serving at the state level.	1 Point	_____
		Subtotal _____/59

Max Points      Sub Subtotal

**D. NatStuCo Involvement (7 Points)**

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|--------------------------------------------------------------------------------------------------------------|----------|-------|
| 1. Evidence of NatStuCo membership. (Certificate, payment of dues, etc.)                                     | 1 Point  | _____ |
| 2. Evidence of school's attendance at an NASSP workshop or LEAD conference.                                  | 2 Points | _____ |
| 3. Evidence of National Conference of VISION attendance.                                                     | 2 Points | _____ |
| 4. Evidence of a student serving as a Discussion Group Leader at the National Conference or LEAD Conference. | 1 Point  | _____ |
| 5. Evidence of an advisor presenting at a national workshop or LEAD Conference.                              | 1 Point  | _____ |

Subtotal \_\_\_\_\_/7

**E. Involvement Outside of Student Council (14 Points)**

\*\*\* *Examples include: HOBY, Girls/Boys State, Rotary Youth Leadership, etc.*

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|-------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------|
| 1. Evidence of attending leadership camps outside of student council. (1 point per workshop, up to 4 workshops.)                                      | 4 Points | _____ |
| 2. Evidence of members' activity outside of student council. (Committee positions in other organizations.) (1 point per position; up to 3 positions.) | 3 Points | _____ |
| 3. Evidence of a member participating in a community service project outside of student council.                                                      | 1 Point  | _____ |

Max Points      Sub Subtotal

4. Evidence of any other notable events that your council has been involved in or any other aspect not covered in the scorecard. Detailed evidence and affidavit is required. (Illinois Citizenship Experience, field Trips, banquets, etc.) (1 point each; max of 6 submissions)      6 Points      \_\_\_\_\_

Subtotal \_\_\_\_\_/14

**Total \_\_\_\_\_/142**

**Evaluator's Comments:**

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**Honor Council Book Grand Total:**

Paper work .....\_\_\_\_\_/6  
Mechanics .....\_\_\_\_\_/61  
Communications .....\_\_\_\_\_/32  
Evaluations .....\_\_\_\_\_/13  
Involvement .....\_\_\_\_\_/142  
**Total.....\_\_\_\_\_/254**  
Early Registration Bonus .....\_\_\_\_\_/10  
**Grand Total .....\_\_\_\_\_/264**

*Scores 6-109 will receive a certificate*

*Scores 110-254 will receive a plaque*

*Scores 150-179 = Bronze Status*

*Scores 180-209 = Silver Status*

*Scores 210-264 = Gold Status*