

IASC Honor Council Mini-Book Scorecard

Scorer's Name: _____ Name of School: _____

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

	Max Points	Sub-Sub Total	Sub Total	Total
Paperwork (6 Points)				
1. Title page	2 Points	_____		
2. Application met deadline	4 Points	_____		
			_____ /6	
				_____ /6
I. Mechanics (50 Points)				
A. Constitution (6 Points)				
1. Submit one current copy of your constitution.	3 Points	_____		
2. Evidence of 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	_____		
			_____ /6	
B. Elections (4 Points)				
1. Evidence of a procedure for selecting members. (Campaigning, petitions, etc.)	1 Point	_____		
2. Submit a current roster of members.	1 Point	_____		
3. Evidence of nomination procedure for officer/executive board of student council member elections. (Ballot, petition, etc.)	1 Point	_____		
4. Evidence of executive board member elections (Ballot, petition, etc.)	1 Point	_____		

	Max Points	Sub-Sub Total	Sub Total	Total
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C. Meetings (12 Points)

1. Submit agenda and minutes from a business meeting. Dates for minutes and agendas must match. (2 points per pair-max of 3 submissions.)	6 Points	_____		
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2. Submit agenda and minutes from an executive board meeting.(Agenda and minutes must match) (1 point per pair-max of 2 submissions)	2 Points	_____		
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3. Submit two itemized treasurer's reports. (1 point each-max of 2 submissions)	2 Points	_____		
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4. Evidence of faculty/ administration involvement in a student activity or student council meeting. (Announcements, sign-in Sheet, photo-with affidavit, etc.)	2 Points	_____		
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_____ /12

D. Committees (24 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. 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	_____		
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2. Submit evaluation reports from three standing committees committees. (Evaluations by committee	6 Points	_____		
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	Max Points	Sub-Sub Total	Sub Total	Total
chairs of projects that the committee completed.) (2 points each-max of 3 reports.)				
3. Submit reports from three Ad Hoc committees. (2 points Each-max of 3 reports.)	6 Points	_____		
4. Submit evaluation reports from three Ad Hoc committees. (2 points each-max of 3 reports.)	6 Points	_____		
			_____/24	

E. Planning (4 Points)

1. Submit a calendar (yearly or monthly) of council meetings and activity dates.	2 Points	_____		
2. Submit a proposed budget for the school year.	2 Points	_____		
			_____/4	
				_____/50

II. Communications (8 Points)

A. Student Body (2 Points)

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

B. School Relations (5 Points)

1. Evidence of council activity coverage in school media (Newspaper, yearbook, official school media account, etc.)	1 Point	_____		
2. Evidence of student council promotional advertisement. (Flyers, announcements, etc.)	2 Points	_____		
3. Evidence of student council reports to faculty and/or administration. (Emails, letters, minutes, etc.) (1 point each-max of 2 submissions.)	2 Points	_____		

	Max Points	Sub-Sub Total	Sub Total	Total
			_____ /5	
C. Community Relations (1 Point)				
1. Evidence of council activity coverage in community media (Newspapers, item from non-school affiliated social media account or website, etc.)	1 Point	_____		
			_____ /1	
				_____ /8

III. Evaluations (13 Points)

A. Evaluation by Council (10 Points)

1. Evidence of evaluation each quarter of council meeting. (1 each quarter; 1 point each-max of 4 evaluations)	4 Points	_____		
2. Evidence of evaluation of council projects. (1 point each-max of 3 evaluations.)	3 Points	_____		
3. Evidence of council member evaluating the advisors.	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	_____		
			_____ /10	

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

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	_____		
			_____ /3	

	Max Points	Sub-Sub Total	Sub Total	Total
				_____ /13
IV. Involvement (53 Points)				
A. Council Activity (16 Points)				
1. Submit detailed reports of four different major council projects. Reports must include one document being the 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	_____		
				_____ /16
B. District Involvement (8 Points)				
	Max Points	Sub-Sub Total	Sub Total	Total
1. Evidence of district membership. (Certificate, payment of dues, etc.)	1 Point	_____		
2. Evidence of district workshop/event attendance. (Program, group photo-with affidavit, etc.) (1 point per workshop; up to 3 points.)	3 Points	_____		
3. Evidence of district convention attendance.	4 Points	_____		
				_____ /8
C. IASC Involvement (18 Points)				
1. Evidence of IASC membership. (Certificate, payment of dues, etc.)	1 Point	_____		
2. Evidence of attending a state weekend or one day workshop. (Dynamics of Trust, Fall Drive-In Workshop, Advanced Workshop in Carlinville, etc.) (1 point per attendee; up to 6 points.) (2 attendee max per workshop.)	6 Points	_____		
3. Evidence of attending last	3 Points	_____		

	Max Points	Sub-Sub Total	Sub Total	Total
year's IASC State Convention.				
4. Evidence of Honor Council Book submission at last year's State Convention.	2 Points	_____		
5. Evidence of participation in the IASC service project for this year's State Convention. (Copy of submission to President.)	6 Points	_____		
			_____/18	

D. NatStuCo Involvement (3 Points)

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	

	Max Points	Sub-Sub Total	Sub Total	Total
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E. Involvement Outside of Student Council (8 Points)

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

1. Evidence of attending leadership camps outside of student council. (1 point per workshop, up to 4 workshops.)	4 Points	_____		
2. 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. (1 point each-max of 4 submissions.)	4 Points	_____		
			_____/8	
				_____/53

Max Points Sub-Sub Total Sub Total Total

Evaluator's Comments:

Honor Council Mini-Book Grand Total:

Paperwork	_____	/6	
Mechanics	_____	/50	
Communications	_____	/8	
Evaluations	_____	/13	<i>Scores 5-68 will receive a certificate</i>
Involvement	_____	/53	<i>Scores 69-140 will receive a plaque</i>
Early Registration Bonus	_____	/10	
Grand Total	_____	/130	