

20-21 IASC Honor Delegate Program

FAQ and primer on the honor
delegate program for experienced
and new advisors and students



Advisors,

This school year is shaping up to be one that won't soon be forgotten. From rotating school days, to learning virtually, to wearing masks all day, these are trying times for all of us. However dim the outlook seems today, we know that we'll emerge stronger, and with the next generation of leaders to help move us forward.

While the future still is uncertain, the IASC is hoping for the best and moving forward with plans for the 2021 State Convention. We know that your council, while still distanced, has strong and capable leaders who are ready to make a difference, and we want these leaders to help make this year's convention one for the record books.

Please encourage your students to review this guide, and consider applying to be an honor delegate for the 2021 convention. The convention can only be a success with the help and support of your talented leaders, and we know your students are up for the challenge.

We look forward to reviewing your applications.



Anna Freedlund
1st Vice President



Camryn Picken
2nd Vice President



Carley Towle
Secretary

Honor Delegate Roles

Each honor delegate role is accountable to a state board member. This officer will review all applications, make a recommendation to the state board, and be the main point of contact leading up to the convention.

1st Vice President

- Discussion Group Leader
- Roundtable Moderator
- Recorder
- Credentials Committee
- Constitution Committee
- Honor Council Committee

2nd Vice President

- Hall of Ideas
- Service Project

Secretary

- Honor Council Book

Application Process

All applications will be submitted online at illinoisstuco.org/apps/HonorDelegates. Upon submission, the advisor will receive an email asking them to approve the application – this is the equivalent of the advisor signature on the paper form. **All applications are due by November 6, 2020.**

After the application period has ended, each officer will review the submitted applications, and make a recommendation to the state board as to whether each student should be accepted as an honor delegate. The recommendation will be one of the following types.

Accepted

Your proposal has been accepted as-is, and you have been allocated an honor delegate position to the 2021 state convention.

Redirected

Upon reviewing your application, we'd like to place you into a different role or suggest a change to your proposal. In most cases, this is a result of having multiple applications for the same discussion group, hall of ideas, or service project topic.

You must accept the redirected offer to ensure you receive an honor delegate position.

Rejected

Upon reviewing your application, it was determined that a student did not follow the application instructions, did not obtain all required approvals, or submitted an inappropriate topic for consideration.

Honor Delegate Guidelines

- A student may apply for only one position.
- Approved honor delegates must confirm their position with the appropriate state officer by the stated deadline of January 13, 2021.
- Candidates for state office cannot hold an honor delegate position. If an honor delegates is a candidate for office, or intends to run from the floor at convention, they must resign their honor delegate position.
- Honor delegates must complete any required trainings by the stated deadlines.
- Honor delegates must maintain open lines of communication with their assigned state officer and complete all required tasks on time.
- An unlimited number of students per school may apply for Discussion Group Leader, Roundtable Moderator, Recorder, Hall of Ideas, and Service Projects.
- Only one student from each school may apply for each of the three committees.

1st Vice President Positions

Discussion Group Leader (DGL)

Plans and facilitates an interactive presentation and discussion concerning a specific student council topic. Topic and discussion outline must be submitted as part of the application process.

Roundtable Moderator (RTM)

Moderates a session designed for the exchange of student council ideas by presenting topics, leading discussion, and sharing ideas as needed. Must adhere to the official list of topics provided by the IASC.

Recorder

Record outstanding ideas and concepts discussed in discussion groups and roundtables for reporting to the 1st Vice President. Facilitates an evaluation at the end of discussion group or roundtable and submits evaluation slips to the 1st Vice President.

Underclassmen and students who are newer to student council are encouraged to apply for Recorder positions.

Constitution Committee

1. Review all constitution amendments proposed by member schools.
2. Determine level of recommendation for proposed amendments.
3. Presents a report on final recommendations for each amendment during the Third General Session of the IASC State Convention.

1st Vice President Positions

Credentials Committee

1. Interviews all students running for IASC Executive Board
2. Evaluates each student and his or her credentials as outlined by the IASC Constitution
3. Presents a report on final recommendations to be presented to member schools prior to the state convention.
4. Must be able to attend, in person or virtually, the Credentials interviews on January 23, 2021.

Honor Council Evaluation Committee

1. Grades Honor Council books submitted by member schools at the IASC State Convention.
2. Present awards to councils that have fulfilled the required point thresholds.

1st Vice President Position Guidelines

Note: All 1st Vice President Positions require the submission of an essay as part of the application. These essays will be graded based on a rubric available [here](#).

2nd Vice President Positions

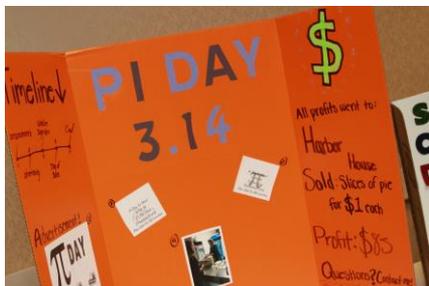
Hall of Ideas

Overview

Provides opportunities to showcase what the Honor Delegate and their student council is doing around the state. All presentations will include one free-standing display board and an accompanying QR code containing an electronic handout describing the project (this can be done on a Google Doc, for example).

Suggested Topics

- Retreat Activities
- Fundraisers
- School Dances
- Dress-up Days
- Unique Events



Guidelines

- Visual display may not exceed the measurement of 24" by 30". It must be a tri-fold display. A tripod will not be provided for displays that are not self-standing.
- Your display must include an electronic handout. You will provide a link to the handout to the 2nd Vice President, who will create a QR code that you will need to attach to your display.
- Your name, school name, school address, and school phone number must be listed on the digital handout.
- All costs incurred are the responsibility of you and/or your school.

2nd Vice President Positions

Service Project

Overview

Donate goods or provide a service for the convention. There is a vast range of items that can be given such as folders, pens, monetary donations, gift cards and raffle baskets.

Requested Items

- \$25 donation
- Snacks for Credential Committee
- Snacks for Honor Council Committee
- Raffle gift card (\$25 minimum value)
- Raffle Baskets (\$25 minimum value)
 - Ideas could include Movie themed (popcorn, candy, movie DVDs), Coffee themed (coffee mugs, instant coffee, K-Cups), Baking themed (cake mix, cookie cutters, sprinkles), etc.
 - Be creative and keep basket items/themes appropriate for all genders.

Guidelines

- Evidence that you are in the process of completing your service projects is due by January 13, 2021. This may include receipts, order forms, invoices, etc.
- Convention specific projects are to be shipped to York High School by the date specified by either the 2nd Vice President or the Convention Secretary.
- If your project requires correspondence with the host school, contact Sally Caster, at conventionsecretary@illinoisstuco.org.

Secretary Positions

Honor Council Book

Overview

Provides opportunities to showcase and document your council's structure, events, and district/state involvement.

Format

The Honor Council Book can either be a physical 3-ring binder, or an electronic "e-book". The contents and structure must align with the appropriate scorecard posted to the IASC website. Due to impacts from Covid-19, this year will feature a single book type, with a simplified structure. You can still opt for a physical, or electronic book. This [info sheet](#) will provide some additional highlights on changes for this year.

Additional Documents

Additional documents to aid in the completion of your book are provided on the IASC website through the following links:

- [Honor Council Book Scorecard](#)
- [Info Sheet](#)
- [Title Page](#)
- [Affidavit](#)
- [Project Report Form](#)
- [Council Evaluation Form](#)

Note: Schools may also opt to have their 19-20 books graded at this year's convention. To have last year's book graded, please complete and return this [Application](#) by Feb 1, 2021.

Honor Council Guidelines

1. The Honor Council Book should include activities done between May 7, 2020 and May 6, 2021. The events or activities must have occurred between these dates, and each piece of evidence **MUST BE DATED**.
2. The completed title page must be the first page of your Honor Council Book. The title page must include the indicated signatures. The completed title page must be present to begin the scoring process.
3. A three-ring binder is required for each book (unless submitting an e-book). Pages used should be no smaller than 8 1/2" x 11" and no larger than 11" x 14". Your school name must be written on the cover of the binder.
4. All evidence must be attached securely. Since books are handled repeatedly, it is recommended that you use quality bindings, paper, and plastic sleeves to withstand the grading procedure. Many schools have used plastic insert pages or photo album pages to protect their documents. Detached sheets will not be counted when scoring your book.
5. All materials must be in the same order as the scorecard with no cross-references. Materials out of order will not be scored! Therefore, be careful, and double, triple, and quadruple check your book to make sure you don't lose points that your school deserves.

Honor Council Guidelines

6. Your evidence should include memos, minutes, announcements, letters, news articles, etc. Be sure to write thank you notes and letters of recognition to people who helped during activities. These help other groups feel appreciated and serve as evidence in your Honor Council Book. Make sure you include dates, names, and descriptions with all evidence. You can also use the Project Report Form and the Evaluation Form for evidence. These forms are available on the IASC website.

7. Appropriate evidence includes the following:
 - Copies of important documents
 - Photographs with captions
 - Affidavits with detailed descriptions and signatures
 - Committee report forms
 - Copies of cancelled checks, receipts, etc.
 - Newspaper clippings with headings and dates
 - Minutes with explanations
 - Project report forms (for use in Section II of scorecard)
 - Evaluation forms (for use in Section IV of scorecard)
 - Workshop/Convention programs with student names and/or school names as host, participant, etc.
 - Every entry should be labeled

Contact

For more information on the IASC Honor Delegate program, please contact our state officers.

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ILLINOIS ASSOCIATION
OF **STUDENT
COUNCILS**

IllinoisStuco.org