

Secretary Nomination Form

Article V Duties of Officers and Representatives

Section 1: Term of office: The official term for all officers and representatives will be July 1 through June 30 with the exception of the Senior class officers and representatives who are elected to a permanent position.

Section 6: Class Secretary: The Class Secretary is responsible for attending all meetings, keeping up-to-date minutes of all meetings, prepare and distribute agenda's, take attendance, create press releases, send thank you notes and other correspondence as necessary, and keep a permanent record of minutes as an aid to future class officer teams.

- Specific Year Responsibilities

- Senior Class Secretary
 - Elected for life
 - Maintain a database and alumni directory of class members
- Junior Class Secretary
 - None specific
- Sophomore Class Secretary
 - None specific
- Freshmen Class Secretary
 - None specific

Secretary Nomination Form

CANDIDATE NOMINATION FORM

We, the undersigned, hereby nominate _____ (please print),
a registered student in the Hillsboro-Deering School District, for the position of _____
_____ for the class of _____.

NOTE: ONE PERSON CANNOT NOMINATE TWO DIFFERENT CANDIDATES FOR THE SAME POSITION.

#	NAME	SIGNATURE
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Signature of Nominee

Date

Contact Number of Nominee

E-mail of Nominee

Signature of Parent(s)

Date

☒ Did you remember your letter of recommendation?

Certification of CANDIDATE ELEGIBILITY

Certification of Status

This is to certify that _____, is a registered student in the
Hillsboro-Deering School District and carries enough credits, to be eligible for election of office for the
Class of _____.

Signature of Guidance Counselor

Date:
