

IASC Honor Council Book Scorecard

Scorers Name: _____ Name of School: _____

**** Final graded copy is to be placed in the book**

Paperwork (6 Points)

- | | | |
|-----------------------------|----------|-----------------------|
| 1. Title Page | 2 Points | _____ |
| 2. Application met deadline | 4 Points | _____ |
| | | Subtotal _____/6 |
| | | Total: _____/6 |

I. Mechanics (61 Points)

A. Constitution (6 Points)

- | | | |
|---|----------|------------------|
| 1. Submit 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 members. (Campaigning, petitions, etc.) | 1 Point | _____ |
| 2. Evidence of nomination procedure for officer/executive board of student council. | 1 Point | _____ |
| 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 per 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 _____
- 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 _____

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|---|----------|-------|
| 7. Evidence of a special single-purpose business meeting with all members. (Not just the 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 | _____ |
| 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 submissions) | 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. (August - February)

2 Points

2. Submit a proposed budget for the school year.

2 Points

Subtotal _____/4

Total: _____/61

II. Communications (26 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

B. School Relations (11 Points)

1. Evidence of council activity coverage in school media. (Newspaper, yearbook, official school media social 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 2 submissions)	2 Points	_____
		Subtotal _____/11

C. Community Relations (4 Points)

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	_____
3. Evidence of participation in local community service projects. (Emails, photos with affidavits, flyers, etc.) (1 point each; max of 2 projects)	2 Points	_____
		Subtotal _____/4

D. Miscellaneous (7 Points)

1. Copy of an article by a council member or an advisor appearing in a district newsletter, the IASC <i>Reporter</i> , or national publication. (2 points each; max of 2 submissions)	4 Points	_____
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2. Submit an established updated "Council Handbook" that was put together in the past 3 years. 3 Points

Subtotal _____/7

Total: _____/26

III. Evaluations (6 Points)

A. Evaluation by Council (6 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 2 evaluations) 2 Points

Subtotal _____/6

Total: _____/6

IV. Involvement (79 Points)

A. Council Activity (8 Points)

1. Evidence of council planning, organizing, and executing assemblies. (Agenda, outline, script, etc.) (1 point each; max of 2 submissions) 2 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 2 submissions) 2 Points

3. Submit a detailed report of a major council project. The report must include a project report form, and a second document providing further evidence. (Evidence can include a photo with affidavit, announcement, etc.)

4 Points

Subtotal _____/8

B. District Involvement (10 Points)

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

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 a member serving as a district officer. (Minutes, letterhead, etc.)

2 Points

5. Evidence of elected or appointed advisor at the district level.

2 Points

6. Evidence of council members (excluding district officers) attending a district meeting. (Minutes, memos, photos, etc.) (1 point each; max of 2 meetings)

2 Points

Subtotal _____/10

C. IASC Involvement (48 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;
max of 4 delegates) | 4 Points | _____ |
| 3. Evidence of attending a state
weekend or one day workshop.
(Dynamics of Trust, Fall Drive-In
Workshop, Advanced Workshop,
etc.) (1 point per delegate; max of
2 delegates) | 2 Points | _____ |
| 4. Evidence of hosting a statewide
workshop. (Drive-in, Winter
Workshop, etc.) | 2 Points | _____ |
| 5. Evidence of attending last year's
IASC State Convention. | 3 Points | _____ |
| 6. Evidence of member serving as
Discussion Group Leader,
Roundtable Moderator, and/or
Recorder at last year's state
convention. (2 points per member;
max of 4 members) | 8 Points | _____ |
| 7. Evidence of member serving on
an IASC Committee at last year's
state convention. (Credentials
Committee, Honor Council
Committee, Constitution
Committee, etc.) (1 points per
member; max of 3 members) | 3 Points | _____ |
| 8. Evidence of member serving as a
Service Project honor delegate at
last year's state convention. (2
points per project; max of 3
projects) | 6 Points | _____ |

9. Evidence of a Hall of Ideas display at last year's state convention. (2 points per display; max of 3 displays)	6 Points	_____
10. Evidence of Honor Council Book submission at last year's state convention.	2 Points	_____
11. Evidence of an approved candidate for IASC State Board and/or Host School application from last year's state convention. (Copy of application)	1 Point	_____
12. Evidence of a current state officer from your council.	2 Points	_____
13. Evidence of an elected or appointed advisor at the state level.	1 Point	_____
14. Evidence of serving as host school of the state convention within the past 4 years.	6 Points	_____
15. Evidence of a member nominated as a Reflections Honoree at state convention.	1 Point	_____
		Subtotal _____/48

D. NatStuCo Involvement (1 Point)

1. Evidence of NatStuCo membership. (Certificate, payment of dues, etc.)	1 Point	_____
		Subtotal _____/1

E. Involvement Outside of Student Council (12 Points)

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

1. Evidence of member attending leadership camps outside of student council. (1 point per workshop; max of 2 workshops) 2 Points _____

2. Evidence of member's 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 _____

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 _____/12

Total: _____/79

OVERALL TOTAL _____/178

Honor Council Book Grand Total:

Paperwork	_____	/6
Mechanics	_____	/61
Communications	_____	/26
Evaluations	_____	/6
Involvement	_____	/79
Total	_____	/178
<i>Early Registration Bonus</i>	_____	/10
Grand Total	_____	/178

*Scores 6-74 will receive a certificate
Scores 75-99 will receive a plaque
Scores 100-124 = Bronze Status
Scores 125-149 = Silver Status
Scores 150+ = Gold Status*

Evaluator Comments:
