

2020-2021 BCSC and BCJC Officer Election Guidelines

Article I: Application Process & Eligibility

- I. A holistic review of candidate applications by the Eligibility Panel shall be utilized to determine candidate eligibility for the officer teams for Baltimore County Student Councils (BCSC) and Baltimore County Junior Councils (BCJC), as modeled in the 2020-2021 Executive Officer Nomination Forms; and
 - A. Holistic review shall consist of the following, equally weighted, criteria, and no candidate may be taken out of consideration for weakness or lacking of or in any single one of these categories alone:
 1. A resume including extracurricular activities, academic standing (include current weighted and unweighted grade point average), and honors/awards; and
 2. A written and recorded brief two to four (2-4) minute candidate statement for the offices of BCSC President and BCSC Second Vice-President/BCJC Chair; and
 3. A written and recorded brief one to three (1-3) minute candidate statement for the offices not previously addressed in the above clause; and
 4. The BCSC/BCJC Event Qualification Sheet; and
 5. An optional, half-page written recommendation from an extracurricular or community advisor.
 - B. In the event that the number of applicants for a given BCSC or BCJC position exceeds five (5), the selection process below shall be utilized to select five (5) candidates to progress to the subsequent stage of the election process.
 1. Applicants, utilizing all elements of the holistic review, shall be ranked on the strength of each element.
 - a) The strongest element shall be ranked as a one (1) and the weakest element shall be ranked last coinciding with the total number of candidates.
 2. The rankings of all the elements of the holistic review will be averaged for each applicant. The five (5) applicants with the lowest averages shall become the official candidates for the officer position in question.
 3. Applicants without the optional written recommendation shall not have that considered in their average. All candidates with favorable recommendations shall receive a ranking of one (1). Those with unfavorable recommendations shall receive the highest possible ranking.
- II. BCSC shall implement the modified “Baltimore County Student Councils: Executive Officer Nomination Form” for the 2020-2021 election cycle effective March 17th, 2021; and

- III. The modified “Baltimore County Junior Councils: Executive Officer Nomination Form” shall be implemented for the BCJC General Elections for the 2020-2021 election cycle, effective March 17th, 2021.

Article II: Eligibility Panel

- I. The role of the Eligibility Panel is to determine the eligibility of prospective candidates for the officer teams of BCSC and BCJC using the process above; and
- II. The panel shall be authorized to select which candidates progress to the subsequent stage of the election process based on the guidelines provided in Article One, Section One, Part B of this document.
- III. This panel shall be authorized to host a pre-meeting with prospective candidates to inform them of the election guidelines and other relevant information; and
- IV. The members of the Eligibility Panel shall consist of the BCSC Advisor, the BCSC Chief of Staff, the Chair of the Election Committee, one high school member of the Election Committee, and one middle school member of the Election Committee.
 - A. No members of the Eligibility Panel shall share a school with any of the prospective candidates. If such conditions are unable to be met, then the process below shall take effect.
 1. If any student members of the Eligibility Panel have a conflict of interest, they may not review any candidates under the position for which a conflict of interest exists.

Article III: Candidate Question Collection Form

- I. A “Candidate Question Collection Form” shall be included in the registration for student voters and shall be due no later than a one (1) week prior to the General Elections.
 - A. The Elections Committee Chair and BCSC Chief of Staff shall select questions tabulated by the “Candidate Question Collection Form” in a randomized fashion

Article IV: Election Day Operations

- I. The BCSC and BCJC elections shall operate on an agenda crafted by members of the Election Committee, and approved by members of the BCSC Executive Board and the BCSC Officer Team, with candidate quantity and pre-existing guidelines used as primary factors for committee consideration; and
- II. Secondary factors, as stated below, shall be utilized to ensure and promote fairness and equity throughout the scheduling and duration of the BCSC and BCJC General Elections.
Secondary Factors for the Scheduling and Implementation of Virtual Elections
 - A. General Consideration

1. All BCSC and BCJC General Election processes must be adaptable to Google Meets and Google Forms.
2. Middle and High School students must be separated into separate Google Meets.
3. Second Vice-Presidential candidates must have their speeches and questioning session at the BCJC General Election occur simultaneously with the Presidential candidate speeches and questioning session, to allow for Second Vice-Presidential candidates to have their speeches and questioning session third at the BCSC General Election (see Appendix; *Figure 1*).

B. Speeches

1. Speeches shall be pre-recorded by candidates, submitted and shared at the General Assembly Google Meet.
2. President and Second Vice-President candidates shall have 2-4 minutes for their speech, due to position strength.
3. The candidate speeches of the remaining officer positions not addressed above shall be 1-3 minutes.

C. Questioning

1. Questioning shall last 20 minutes for the offices of BCSC President and BCJC Chair/BCSC Second Vice-President.
2. Questioning shall last 15 minutes for the remaining officer positions not addressed in the clause above.
3. Candidates shall have 30 seconds to respond to each question.
 - a) In the event of technical difficulties, the timer will be paused and subsequently resumed following the resolution of the issue.
4. Equal proportioning shall be utilized to ensure that each candidate for a position has the same amount of time to respond to student questions.
5. Questions shall be chosen and read out loud by GA staff, students may be credited by name and school.
6. Candidates shall not have early access to questions.

D. Distributed Information

1. All candidates shall provide a final resume and personal statement. Upon the approval of the Election Committee, these documents will be included within the digital candidate packet.
2. The personal statement of each candidate should explain the merits of their election to voting delegates.

- III. Additional events, such as the passing of legislation, organizational updates, and/or announcements approved by the Election Committee and the BCSC Executive Board may be included in the BCSC and BCJC General Election agendas, but shall not be inserted between election proceedings.

Article V: Voting Delegates

- I. Voting members for the BCSC General Election shall only consist of members of the BCSC Executive Board and High School General Assembly Voting Delegates; and
- II. Voting members for the BCJC General Election shall only consist of members of the BCSC Executive Board and Middle School General Assembly Voting Delegates; and
- III. The position of BCSC Second Vice-President/BCJC Chair shall be elected by all voting members of the BCSC and BCJC General Elections as described above.

Article VI: Ballot & Winner Declaration

- I. After all candidate proceedings, an Election Ballot hosted on Google Forms shall be shared with voting delegates; and
 - A. The ballot will collect the BCPS emails of voting delegates to ensure the integrity of the elections. This information will only be accessible by the BCSC Advisor and certain members of the Election Committee.
- II. The Election Ballot shall be composed of a Title, Position Description, and List of Candidates by preferred first and last name for each position; and
- III. The position of Second-Vice President/BCJC Chair shall be reflected as “Second-Vice President” on the BCSC ballot, and “Chair” on the BCJC ballot; and
 - A. The vote for this position shall be calculated by combining the high school and middle school ballot votes, with a simple majority declaring a winner; and
- IV. The winner of all officer positions shall be elected by a simple majority of the voting delegates in their respective organization.
- V. In the result of a tie for any elected position, the appropriate Constitutional provisions shall be implemented and valid.

Article VII: Emergency Circumstances

- I. The Election Committee shall have the right to include additional guidelines, provisions, and recommendations for elections if and only if in the case of an emergency and/or unexpected occurrence; and
- II. In the event that the Middle and/or High School delegate number exceeds the Google Meets limit, the following guidelines should come into effect.
 - A. Multiple level-specific breakout rooms shall be utilized, moderated by volunteer student council advisors and facilitated by student volunteers.
 - B. Speech guidelines shall remain as is according to Article Four, Section Two, Part B of this document.
 - C. Candidate Questioning shall be pre-recorded and shared during the General Election, or an alternative shall be produced.

Article VIII: Adoption

- I. This document shall take effect upon its approval by a two-thirds vote of the BCSC Executive Board and shall expire on January 31, 2022.

Appendix

Figure 1

	Position Order	
	BCSC Order	BCJC Order
First	President	Chair
Second	First Vice-President	Vice-Chair
Third	Second Vice-President	Community Outreach Director
Fourth	Community Outreach Director	N/A