

Salvete Magistri Latinae,

It's that time of year again—time for students to start declaring their intention to run for WJCL State office! There are nine offices: President, First Vice President, Second Vice President, Secretary, Treasurer, Editor, Historian, Parliamentarian, and Technology Coordinator. This packet includes the following: a letter to the prospective candidates, a candidate form, a teacher evaluation form, the Candidates' Code of Conduct, and Articles III and IV from the WJCL constitution to explain the offices. Please print and distribute the letter, student form, Code of Conduct, and constitution articles to any interested students, and make sure to fill out a teacher evaluation form for every candidate. Please send the teacher evaluation form to my address (listed below), postmarked by **December 1st, 2010**.

If you and your student(s) wish to send the forms to me in the same envelope, simply make sure the candidate(s) do not see your evaluation. Please encourage your students to run; it is really a unique and fun opportunity! However, I urge you to approve only students who will be responsible leaders. Also, keep in mind that each school is required to send two delegates to the candidates' open forum at convention. Any school that fails to do so will lose its voting privileges.

If you have any questions or are interested in running for an office, contact your parliamentarian Sabrina D'Agostino at 414-379-9544, wiscgirls@sbcglobal.net or via facebook.

Salvete Discipuli Latinae!

Thank you for considering running for a WJCL State office! Please complete the Declaration of Candidacy form and the Candidates' Code of Conduct form and send them to me, postmarked by **December 1st, 2010**. Here are some things to keep in mind:

- o Please submit your form on time. If it is not postmarked by December 1st, you will not be allowed to run.
- o Please read the Candidates' Code of Conduct carefully, sign it, and send it in with your other forms. It is important that you know what is expected of you as a candidate.
- o Be sure to include your name, address, and e-mail address on the form. This is important because I will need to contact you before convention.
- o Being a WJCL officer takes a lot of time commitment. Do not run if you cannot devote enough time to WJCL.
- o It is important, though not absolutely crucial, that all WJCL officers be among those attending NJCL convention in the last week of July 2011.
- o I will contact you before convention to let you know against whom you are running, or if you are unopposed.
- o Please read the enclosed articles of the WJCL constitution. They will give you an idea of what each office entails.
- o Keep in mind that you must give a three-minute speech at a General Assembly and answer a few questions in the Candidate's Open Forum during Convention.
- o Serving as a WJCL officer is a fun and rewarding experience!

If you have any questions regarding duties of office, election procedure, or anything else, do not hesitate to call or email me. I'll be happy to answer your questions.

Remember to turn your form in on time! Good luck!

Sabrina D'Agostino
414-379-9544
wiscgirls@sbcglobal.net or via facebook.

WISCONSIN JUNIOR CLASSICAL LEAGUE DECLARATION OF CANDIDACY

Name: _____ Phone: _____

Cell: _____

Address: _____

E-mail: _____ Facebook? Yes [] No []

School: _____ Grade: _____

Latin Teacher: _____ Level of Latin: _____

Office you are seeking: _____

Please list any credentials or experience that would qualify you for this office:
(Feel free to use the back if necessary)

Please tell us why you would like to be a WJCL Officer:
(Feel free to use the back if necessary)

What is your favorite thing about WJCL:
(Feel free to use the back if necessary)

By signing this form, you verify that all the information on this sheet is accurate, you have read all parts of the WJCL constitution, and if elected, you understand all of your responsibilities and promise to perform all of these duties to the best of your ability.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Teacher Signature: _____ Date: _____

WISCONSIN JUNIOR CLASSICAL LEAGUE CANDIDATE TEACHER RECOMMENDATION FORM

Name of Teacher: _____

Name of Student: _____ Office Sought: _____

What qualifies this student for this office? Please include any leadership roles displayed in Latin Club, Latin class, or in the school community.

In your opinion, is this student responsible? Does he/she hand in assignments on time? Is he/she enthusiastic about Latin and the WJCL? Do you believe he/she will perform all of the duties to the best of his/her ability?

Please list any other information relevant to this student's candidacy.

By signing this form, you verify that all of the information on this sheet is accurate, that no student, especially the candidate, has had any input in this evaluation, and that the candidate has not seen any part of this completed evaluation.

Teacher Signature: _____ Date: _____

CANDIDATES' CODE OF CONDUCT

for the Elections of the 2011-2012 Wisconsin Junior Classical League Executive Board

Please read and sign the following statement, and mail it along with your student candidacy form. Feel free to contact me with any questions.

I, _____, as a candidate for an Office on the Wisconsin Junior Classical League Executive Board, during the 2011-2012 term, hereby swear:

- 1.) Not to commence campaigning prior to the close of the Code of Conduct Meeting, which will take place at WJCL Convention.
- 2.) Not to engage in negative campaigning.
- 3.) Not to remove, cover, or in any way tamper with another candidate's campaign materials.
- 4.) To abstain from voting in the election of the WJCL Executive Board Officers, and not to be present in any room in which voting for the WJCL Executive Board Officers is taking place.
- 5.) To make sure all my campaign materials are cleaned up from the hotel prior to Convention Check Out.
- 6.) To represent the WJCL, NJCL, and ACL in a respectable and favorable manner.
- 7.) To appear at the following meetings:
 - a. Code of Conduct Meeting (Thursday evening)
 - b. Candidates' Luncheon (Friday, midday)
 - c. Candidates' Open Forum (Friday, after lunch)

I understand that any infraction may lead to disciplinary action, including, but not limited to, ineligibility to run for Wisconsin Junior Classical League Executive Board Office, at the discretion of the Wisconsin Junior Classical League State Chairs.

Student's Signature: _____

Date: _____

WJCL CONSTITUTION

Article III: The Executive Board

Section 1. Officers

The elected officers of the WJCL shall be President, 1st Vice President, 2nd Vice President, Parliamentarian, Secretary, Treasurer, Historian, Technology Coordinator, and Editor.

Section 2. Term of Office

All officers shall serve from 31 days after their election at state convention until 31 days after the following convention. The Treasurer may maintain the treasury only for an additional two months to assure proper payment of all convention bills.

Section 3. Elections

Officers shall be elected at the annual state convention. All nominations shall require a written form with sponsor and parental permission. Each candidate shall be limited to one speech of three minutes at the state convention.

Each chapter attending the state convention shall select a delegate to report the vote of that chapter and to be present at the tabulation of the ballots for contested officers. The Parliamentarian shall retain the ballots of any contested election for examination by any WJCL member.

Section 4. Vacancies

The 1st Vice President shall become President if a vacancy occurs. If a vacancy occurs in any Office, other than that of the President, the Parliamentarian is obligated to notify all Chapters as soon as possible. Any qualified member may apply for the vacant Office within fifteen (15) days after the vacancy is declared. The WJCL Executive Board and the WJCL State Chairs shall review and interview applicants and shall appoint a new officer out of the applicants after the fifteen (15) days concludes.

Section 5. Qualifications for Office

Year in school and membership in the JCL shall be the only requirements for seeking and holding office in WJCL. Any officer must be a member of both the WJCL and the NJCL. Candidates for President must have entered the tenth or higher grade; candidates for any other office must have entered the ninth or higher grade. No candidates for office shall have completed the eleventh grade.

Section 6. The Executive Board

The WJCL Executive board shall consist of the State Chair, WJCL officers, and one representative from each affiliated club.

WJCL CONSTITUTION

Article IV: Duties of Office

Section 1. President

The President shall preside at all meetings of the WJCL except for one General Assembly of the state convention, may appoint committees with chair, shall serve ex-officio on committees, shall plan yearly projects, shall maintain the presidential files, and shall call board meetings with at least ten day notice to all officers and chapters. The President shall assign adult moderators for state convention events, subject to the approval of the Executive Board and the State Chair.

Section 2. First Vice President

The 1st Vice President shall preside at meetings when requested by the President and at meetings in the absence of the President. The 1st Vice President shall aid in the promotion of membership and communication among chapters.

Section 3. Second Vice President

The 2nd Vice President shall perform all duties relating to spirit and service, including spirit contests, roll call, service contests, promotion of spirit and service, and other spirit and service related activities.

Section 4. Secretary

The Secretary shall send copies of minutes of WJCL General Assemblies and Board Meetings to all officers and chapters within two weeks after such meetings. The Secretary also shall conduct WJCL correspondence and retain appropriate records.

Section 5. Treasurer

The Treasurer shall maintain a record of receipts and expenditures, pay all bills authorized by the executive board, and submit reports at state convention and board meetings. All payments shall be cosigned by the State Chair or adult designate of the State Chair.

Section 6. Historian

The Editor-Historian shall prepare a scrapbook for the National Junior Classical League convention.

Section 7. Parliamentarian

The Parliamentarian shall be responsible for presiding at one General Assembly, and will be responsible for using, but not limited to, Robert's rules of order to determine any procedural questions, providing nomination papers, and maintaining current copies of the WJCL Constitution, by-laws, credentials of each Chapter's Club Representative, and credentials for each Chapter's Voting Representative at the WJCL Convention. The Parliamentarian shall preside over the Amendment Meeting, the Code of Conduct Meeting, and any other meetings having to do with elections, the constitution, or amendments.

Section 8. Technology Coordinator

The Technology Coordinator shall maintain and update the WJCL website with information approved by the board. The Technology Coordinator shall also aid in the acquirement of other technology for the use of the WJCL.

Section 9: Editor

The Editor shall prepare at least three bulletins that will be distributed to all WJCL Chapters. This bulletin shall be called the WJCL Torch. One of the issues of the WJCL Torch shall be produced for the WJCL Convention and will include candidate bibliographies. Each year, the Editor shall review and perform any needed corrections on the WJCL Convention Program.