

PROCEDURES FOR SELECTING OUTSTANDING SENIOR LEADERS AND BANQUET PROCEDURES

Selection Procedures

1. Each school may select four (4) Outstanding Senior Leaders.
2. Each school will use the criteria listed on the memo.
3. Each school should consider the overall impact student leaders have had on their entire school during their senior year

***** New Selection Forms:**

1. All Nominations **must be** on the Selection Form provided with no attachments.
2. All Selection Forms must be typed or printed **clearly**.
3. Attach senior class pictures **only**.
4. All Selection Forms **must be signed** by the Principal or his/her Designee.

Ticket Information:

1. The four Outstanding Senior Leaders selected will attend gratuitously.
2. Each selected student leader may invite up to six (6) other people at the cost of \$40.00 each, i.e., mother, father, friend, etc. (**Make checks payable to: SBBC-Student Activities.**) **All tickets will be mailed (except for late payments received, those tickets will be at the door).**
3. Schools may purchase a maximum of six (6) tickets at \$40.00 each for teachers, sponsors, advisors, or administrators. Internal accounts may be used to purchase tickets. (**Make checks payable to: SBBC-Student Activities.**)

Banquet Procedures

The Principal or his/her designee is responsible for:

1. Confirming the Student Leaders' attendance at the banquet.
2. Sending the completed Selection Forms to the Department of Activities and Athletics by the Deadline.
3. Collecting and sending any ticket money to the Department of Activities and Athletics by the deadline.

Deadlines:

All Outstanding Senior Leader Selection Forms must be in the Department of Student Activities and Athletics at Lockhart Stadium by **3:00 p.m., Tuesday, January 10, 2012.**

Ticket money must be submitted to the Department of Student Activities and Athletics at Lockhart Stadium by **3:00 p.m., Friday, March 9, 2012.**

NOTE: Ticket purchase requests made after the deadline can only be made by a school administrator or the school SGA advisor. If accepted, the payment responsibility will be assumed by the requesting school.