

STUDENT VOTE SCHOOL EVENTS GUIDE

My name is Christina Ganev and I've been doing Student Vote parallel elections at my school for over a decade. We started off with a population of nearly 1900 students, and now we have 1100 students. We involve the entire school in our Student Vote. Here is a list of events I do at my school, East York C.I., in chronological order:

1	Get permission from your administration to run the entire parallel votes with all events. It is helpful to create a calendar of events to clear dates in advance.
2	Use a class or group of students as leaders in the process – brainstorm ideas and assign roles.
3	Order t-shirts, prizes, physical material required
4	Book auditorium or venue space (s) for assemblies, all candidates forum, display case/board, and parallel election itself.
5	Contact media (check with your board) to highlight the student experience
6	All candidates forum – invite ALL candidates running in your riding or ward (be sure to check board rules)
7	Inform your staff of all events. You might make a short presentation at a staff meeting (CIVIX can send you a short PowerPoint to use!), send an email, or distribute a flyer. Don't forget to include a calendar of events with dates so that staff can plan around them. Try to get teachers from other departments on board (Art can help with posters, Math can help with voting statistics, Dance can choreograph a pep rally dance, etc.)
8	Create display board in rotunda, lobby or foyer with candidate photos, platform (be careful to only take them from the party websites), and key dates so that the entire staff and student body are informed
9	You might also want to host a more intimate meeting between candidates and your core group of students. I call this political speed dating .
10	Voter education visits – you can train your team of students to go around to classrooms and teach other classes about the election
11	Full school voter education assembly – refresher on democracy, levels of government, electoral system, local candidates. This cannot be boring! It should be student led, lively and exciting!
12	Speed dating event
13	All candidates forum
14	Democracy week - pep rallies, contests, announcements, anything you and your students can do to build hype and inform
15	Parallel election – at our school, all classes come down in blocks to the cafeteria or auditorium to vote in one 75 periods. You may want to do a pre-voting day for students who will be absent. We do ours 2 days before the event.
16	Make the results public the day after the election. We do this in our lobby display.
17	Don't forget to thank your staff and student helpers . I will throw them a pizza party, and use it as an opportunity to debrief and troubleshoot for the next Student Vote.