**Model Student Senate Seminar I Agenda**

**Tuesday, Oct. 1st**

* Welcome and Introduction
* Forms & Fees
  + Collection of Fees
    - School Sponsors must collect fee from students and deposit student checks with the school book keeper. The school book keeper will cut a check to Viera High School. When sending the check to Viera High, make to the attention of Jeff Draves. No personal checks should be sent to Jeff
    - Due to Jeff Draves by December 6th
    - Refunds are not easy!
* Leadership Speeches and Election
* Extra Senator Assignments
  + Stations
    - How to dress professionally
    - How to write a bill
    - Parliamentary procedure
* Collection of Senator Assignment Sheets