

Idaho State Senate Page

Application

NAME \_\_\_\_\_ SOCIAL SECURITY NO \_\_\_\_\_

ADDRESS \_\_\_\_\_

(Street)

(City/ State/Zip)

TELEPHONE \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_

PARENTS \_\_\_\_\_

(Father's Name)

(Mother's Name)

High School \_\_\_\_\_ Graduation Date \_\_\_\_\_ Principal's Name \_\_\_\_\_

School \_\_\_\_\_ Date \_\_\_\_\_ Name \_\_\_\_\_

Have you ever been employed by the State of Idaho? \_\_\_\_\_ By a city or county? \_\_\_\_\_

If so, when, where and what position? \_\_\_\_\_

Are you related to any person currently serving in the Legislature? \_\_\_\_\_

Have you participated in Girls or Boys State? \_\_\_\_\_

Have you worked on any political campaigns? \_\_\_\_\_ If yes, please explain. \_\_\_\_\_

WORK EXPERIENCE: Begin with the most recent. Use back of form if you need additional space.

<u>From</u>	<u>To</u>	<u>Business Name/ Address</u>	<u>Position Held</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If selected to be a Page, which 6-week session would you prefer?

First 6 weeks \_\_\_\_\_ Second 6 weeks \_\_\_\_\_ Either \_\_\_\_\_

SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

This application must be returned by November 15 to:

President Pro Tempore  
Idaho State Senate  
P.O. Box 83720  
Boise, ID 83720-0081  
Phone: 332-1302 Fax: 332-1422

## Additional Information Required:

A letter stating why you are interested in serving as a Page and your qualifications.

A letter of approval from your high school principal.

WHO IS YOUR SENATOR SPONSOR? \_\_\_\_\_ LEGISLATIVE DISTRICT \_\_\_\_\_

It is recommended that you contact your Senator to be your sponsor.

### SENATE LEGISLATIVE PAGE INFORMATION

The Legislative Page Program in the Idaho State Senate is only for high school seniors between the ages of 17 and 19. Students apply in the summer and fall for placement in the upcoming winter session. Applications are reviewed in early December. Accepted applicants will be notified by mail.

#### LEGISLATIVE SESSION

The regular legislative session convenes on the Monday closest to the 9th of January and continues until sine die adjournment, near the end of March. Each session is divided into two sections, each lasting approximately six weeks: first half from January to the middle of February and second half from the middle of February through sine die most likely around the end of March.

Legislative pages must have a letter of permission from their school administrator to be excused from classes, which should accompany their application.

#### COMPLETION OF TERM

Each Page is expected to complete the length of time stated in their "Letter of Acceptance." Only illness or family emergency constitutes an early release from this commitment. The Senate works on both Presidents' Day and Martin Luther King Day. We most likely will be in session during the traditional spring break from school. Please do not plan trips or vacations on these days.

Please take care of routine medical and dental needs before you start your commitment to the Senate. Regular work hours are 8 a.m. to 5 p.m. Those assigned to committees that have early morning or late afternoon hearings may be required to follow a different schedule, Pages should not plan on participating in team sports, plays, musical groups, etc., that will require practices after 5 p.m. particularly during the second half of the session. As the end of the session draws near, the Senate often works after regular hours. Absences other than for illness must be approved by the Sergeant at Arms.

#### HOUSING

Arrangements and expenses for housing and transportation are the responsibility of the student and their parents. Options for housing may include friends, family, members of a religious affiliation, or home school groups.

#### COMPENSATION

Pages' compensation is paid every two weeks (every other Friday). Under the present biweekly payroll system, the first salary check is not received until three to four weeks after the session has started and the last salary check is received two weeks after employment ends. The usual deductions of federal and state tax and FICA will be withheld from your salary. Be prepared to send a photocopy of both your social security card, your driver's license, and a voided check with your acceptance letter so necessary payroll arrangements can be made. You will be provided a

pager that must be returned undamaged at the end of your term or you will be charged \$45 for a replacement.

## HOMEWORK

Arrangements for excused absences, class assignments, and any scholastic assistance, such as tutoring, are the sole responsibility of the student. Schoolwork is to be done and sent back to your schools. As requested, the Sergeant at Arms will proctor exams that are sent from schools.

## RESPONSIBILITIES

Pages perform a variety of duties under the supervision of the Sergeant at Arms. Duties include maintaining Senate and House bill books, journal binders, delivering messages, running errands, making copies, and assisting the senators and staff in offices and committee meetings. Unless directed otherwise, pages are to remain in the Chamber whenever the Senate is in session to perform various tasks for the senators, Sergeant at Arms, and the Secretary of the Senate.

## DRESS CODE

The Senate has a strictly enforced dress code for both senators and staff. The same adherence to the code is expected of senate pages. Violation of the dress code will result in the page being sent home for the day, thus missing pay for that day. Attire should be in a manner fitting the decorum of the Idaho State Senate. Neither girls nor boys are allowed to wear shorts, denim jeans, sweat suits, or sleeveless tops while on duty. All pages will be required to wear a red sweater vest that is provided by the Senate. Because of the nature of the work, good walking shoes appropriate for business attire should be worn. High-heeled shoes may not be over two inches and flip-flop sandals are not allowed.

Girls are expected to wear a white blouse, white turtleneck, or white sweater, with either black, navy blue, gray, or khaki skirts or long pants. Shorts, "low-rider" slacks, tight-fitting or short skirts, and low-cut necklines are not permitted. A skirt must be no more than two inches above the knee when seated.

Boys are expected to wear a white shirt and necktie, with black, navy blue, gray, or khaki slacks. Boys must shave every day and have a conservative hairstyle. A short sleeve white shirt may be worn, and if a long sleeve shirt is worn, the sleeves must be rolled down and buttoned at the cuff. The top button of the shirt must be buttoned with the tie pulled up tight.

No visible tattoos or body or facial piercing jewelry will be allowed including tongue piercing studs. Pierced earrings for girls are allowed as long as they are few in number and conservative in nature.

Please discuss the dress code with your parents so there will be no questions regarding the standard of dress.

## USE OF TOBACCO, ALCOHOL, AND DRUGS

In compliance with Idaho State law, the Senate has a ZERO tolerance policy regarding the use of tobacco, alcohol, and drugs for Senate Pages. Therefore, while serving in the Idaho State Legislature, a violation of this policy may result in immediate dismissal.

If you wish additional information, or if you have any questions, please feel free to call the President Pro Tempore's office in Boise, 332-1300, or Sarah Jane McDonald, Sergeant at Arms, 208-332-1400 or 208-938-1329.

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Parent/Guardian Signature

Date

Senate Page Signature