

Student Representatives(s) on the Board

Student Representative Eligibility

1. Be enrolled as a full-time student at the time of application and remain so while serving.
2. Be a student in grade 10, 11 or 12 for the serving school year.
3. A student may reapply to serve a second term.

Student Representative Role and Responsibilities

A student representative on the board will abide by the following regulations:

1. Will take the oath of office stated in Board policy BCBA – Student Representatives(s) on the Board before taking their seat on the Board;
2. Shall not be a voting member of the Board;
3. Shall not hold an officer position on the Board;
4. Shall not attend an executive session of the Board;
5. Will serve an academic year beginning the current or subsequent school year depending on when the application process takes place;
6. Will attend all regular board meetings and will be invited to attend budget meetings;
7. Will review and read the board packet in preparation for meetings;
8. Can participate in discussions of the Board at regular meetings or work sessions;
9. Will have authority given to school board members by parliamentary procedure, e.g., point of order, appeal;
10. May make motions which may be acted upon by the Board except on employee matters or other executive session matters;
11. Will be responsible for providing regular updates to the district's student community through available district communication channels;
12. Will give earliest possible notification to the Board of intent to resign, if applicable. Vacancies will be filled through the established process or a student representative may be appointed as deemed appropriate by the Board;

13. May be removed from office for failing to meet roles and responsibilities or regulations outlined herein as determined by the Board, or if deemed necessary by district administration as part of a disciplinary proceedings issued by school administration.

Other Responsibilities and/or Duties as Assigned

The following is a non-inclusive list of other possible duties and/or responsibilities for student representative on the board:

1. May be asked to present specific school board proposals to the district's student community to gain insight and opinions from local students, as appropriate.
2. May be asked to communicate with school-sponsored clubs and organizations on topics proposed by the Board.
3. May be asked to serve on a Board committee.
4. May be asked to participate in the promotion for the role of student representative on the Board during the application period for a successor.

Application and Selection Timeline

The application materials are available from the high school office and on the school website.

The application deadline¹ and process for selecting a student board member is established each year by district administration and published in school communications. Applications for student representative must be submitted by the end of the school day on or before the published deadline to the district or school office. Applications will be forwarded to the Board secretary.]A student representative applicant, if deemed eligible to serve, will also participate in an interview with a selection committee. The selection of a student representative for the subsequent school year will be made by committee no later than the June Board Meeting.

The district will designate a staff member as point of contact to aid applicants with questions related to board service and about the roles and responsibilities of a student representative.

The selection of a student representative will be based on the applicant's completed application and submitted materials and the interview.

The district will organize a selection committee consisting of not less than five members.

District Role and Responsibilities

1. The district administration will ensure the student representative on the Board receives the same notices and materials as elected/appointed school board members, e.g., notice of meetings, agendas, appropriate meeting materials, except confidential information or materials concerning personnel, bargaining or legal matters.
2. The Board will provide a place at the board table for a student representative.

¹ Generally, a deadline date will be established and published by March 1 for an application deadline which is no later than April 15, allowing at least six weeks for the application period.

3. The district is responsible for providing a student representative with access to available school communication channels to support providing regular updates to the district's student community.
4. The district will provide learning opportunities as deemed appropriate by the district to student representative, e.g., trainings, workshops, conferences, at district expense.
5. The district will designate a point of contact for the student representative from district staff.
6. The designated district staff will meet with a newly elected/appointed student representative to mentor and help orient the student representative's role on the Board.
7. The district will invite a student representative to attend public budget meetings.