

## **Student Trustee Guidelines**

### **Preamble**

The Board of Education values the importance of student leadership and the contribution our students make to the learning process. Therefore, the Board is committed to the annual selection of Student Trustees. Student Trustees may serve up to a two-year term beginning in their grade 11 year. Two Student Trustees will represent each high school in our district.

### **Role Description and Expectations**

A Student Trustee:

- a) Is a non-voting member of the Board. Therefore, they are not entitled to vote on any matter before the Board and do not have statutory powers or duties of a school trustee under the School Act.
- b) Will attend 4/10 regular public meetings of the Board but is not entitled to be present at any meetings that are private and / or closed to the public (special / in-camera).
- c) Will participate with other Trustees in discussion and will provide a student perspective on matters before the Board.
- d) Will comply with the Student Trustee Conflict of Interest Guidelines.
- e) Is not entitled to move a motion, but may suggest a motion on any matter at a meeting of the Board.
- f) Shall have access to all information and resources provided to Board Members with the exception of information related to matters which are being considered at a special / in-camera meeting.
- g) Will present a Student Trustee report at regular Board meetings.
- h) Will represent the District at the following types of School/ District/Regional /Provincial events: scheduled Board of Education meetings in students' town of residence, Student Leadership membership / activities, DPAC meetings, School / District and Regional Leadership and Planning sessions as they arise, and as many Youth Conference events possible.
- i) Is encouraged to communicate regularly with students about the activities of the Board and to gather student input about upcoming issues facing the Board.

**Eligibility and Qualifications**

To be selected to the position of Student Trustee, the student must meet the following qualifications:

- a) Be a student in School District No. 8 (Kootenay Lake).
- b) Be in grade 11 or 12 of the school year in which he/she holds the position.
- c) Have parental consent (if under 19 years of age).

**Selection of Student Trustees**

Two students from each high school in the district will be selected. In order to select a Student Trustee, the process outlined below must be followed.

- a) The opportunity to compete for the position of Student Trustee will be advertised and made available to all grade 11 and grade 12 students in the district.
- b) Candidates interested in the position of Student Trustee will provide the school administration with notification as per school guidelines.
- c) Candidates will be interviewed by a selection panel. Members of the panel may include, but will not be limited to school administration, teachers, a Trustee, and students. Selection will be based upon criteria established at the school level.
- d) The school administration sitting on each of the panels will notify the Superintendent of the selected Student Trustee(s).
- e) In the event that the Student Trustee leaves the position before the completion of his or her term the vacancy will be filled through the process described above.

**Term of Position**

The term of the position will be for a maximum of two years beginning in September 1<sup>st</sup> of their grade 11 year. A Student Trustee Orientation will take place prior to attendance at their first Board meeting.

**Disqualification of Student Trustees**

A Student Trustee will be disqualified from service if he or she:

- a) Ceases to be a student in School District No. 8 (Kootenay Lake).
- b) Is suspended from school for a serious violation of the Code of Conduct or other Board Policies or school rules.

### **Honorarium and Support for the Student Trustee**

- a) The Student Trustee may receive an acknowledgement as determined by the Board.
- b) The Student Trustee will be reimbursed for any appropriate receipted expenses incurred as a function of the role.

### **Responsibilities of the Board**

- a) To appoint one elected Trustee to act as a mentor for each of the Student Trustees with the involvement and coordination of the Director of Instruction.
- b) To orient selected students to their role and expectations of the Student Trustee.
- c) To acknowledge the service of the Student Trustee to the Board.

### **Conflict of Interest Guidelines**

- a) A Student Trustee must not participate in any Board discussion where the Student Trustee may have a conflict of interest or an apparent conflict of interest.
- b) A Student Trustee has a conflict of interest when a Student Trustee or their parent(s), spouse, sibling or child has a direct or indirect financial interest in the matter being discussed at the Board or Committee meeting.