

Board of Directors

Student Advisory Council Procedures

A. Purpose

The Student Advisory Council (SACo) is designed to make a significant contribution to the Snohomish School District. The SACo will provide a channel of communication between the School Board, Superintendent and the students of the Snohomish School District creating an avenue of communication while also building student leadership capacity.

B. Structure

The Student Advisory Council (SACo) will be made up of student representatives from Snohomish High School, Glacier Peak High School and AIM. The School Board seeks student members with a diversity of ages, ethnicities, experiences, and viewpoints. Council members will serve on the Council for a minimum of one (1) year. Snohomish and Glacier Peak High Schools will be represented with students from each grade level 9th-12th. AIM High School will be represented with students that align with their grade levels. There will be three (3) officers voted upon by the members of the Council. These will be the President, Vice President, and Secretary.

C. Qualifications for Applicants

1. The student candidate must be in grades 9,10, 11 or 12 during their term as a student representative. Students in grades 11 and 12 must attend their high school at least one (1) period per day.
2. The student candidate will be expected to maintain personal standards of behavior appropriate to participation in student activities as defined by the school's student handbook.
3. The student candidate must be willing to convey student opinion to the Board of Directors and report Board deliberation and actions to the student body.
Communication to the student body will be guided by the individual school's procedures for disseminating information.
4. The student representatives will be invited to attend their school Associated Student Body meetings, in order to share information to and from the School Board.

D. Application Process

1. Students will submit an application online through the school district website at www.sno.wednet.edu or a hard copy application will be available at the school office. .
2. The Selection Committee will consider all completed applications and will identify finalist for interviews. The Selection Committee will be comprised of the following:
 - a. The Superintendent
 - b. At least one Board member

- c. Student Advisory Council Liaison
- d. High School Administrator

3. The Interview Team will interview each finalist and make a recommendation to the Board of Directors for approval. The Interview Team will consist of:

- a. Student Advisory Council Liaison
- b. At least one Board Member

4. The recommendation of student representatives will be submitted to the Board of Directors for approval.

E. Term of Office

The School Board encourages fresh ideas and a diversity of representation on the Student Advisory Council. To that end, Students who apply and are selected for the SACo in grades 9, 10, 11, and 12 are limited to two (2) terms of office over the course of those four (4) years unless there are no other prospective student candidates who apply. In addition:

1. Representatives will be selected in the early spring of the year for the preceding school year.
2. Terms of office will be one school year, beginning in September and concluding in June.
3. Student representatives who serve a term on the SACo in grades 9, 10 or 11 and have successfully completed a term on the SACo will not be required to submit additional application materials; however, they will need to interview and are limited to two (2) terms in grades 9-12.
4. In the event of a vacancy during the school year, a student may be selected from qualified applicants to serve the remaining term of the school year.

F. Termination / Vacancy

The Student Representative serves at the discretion of the Board of Directors. The Board may remove a student during the term:

1. A student representative may be removed for failure to fulfill their duties or make behavior choices that are deemed unacceptable by the Snohomish School District building student handbooks.
2. The process for removal will involve the Board Liaison, School Administrator and/or the Superintendent. Appropriate positive behavior interventions and or social emotional strategies (depending upon the situation) will always be attempted prior to removing a student.

3. Following the removal or vacancy of a student representative, the Selection Committee will review all the previous applicants and appoint a candidate from that applicant pool.
4. If there are no previous applicants, the position will be advertised and appointed through established process above.

G. Responsibilities of Student Representatives

The student representatives will:

1. Meet once per month with the (Board Liaison and / or Superintendent)
2. Adhere to all the rules and regulations pertaining to Board members.
3. At a minimum, the Student Advisory Council President and Vice President will attend one School Board meeting per month. All other members of the Advisory Council are encouraged to attend. Since regular Board meetings occur during the evening hours of a school night, the Board of Directors may grant permission for the student representative to leave a meeting before its conclusion after the student report has been given. Regular School Board meetings are usually held on the second and fourth Wednesday of the month at 6:00 PM in the Boardroom at the Resource Service Center (RSC).
4. Have the opportunity to review the Board of Directors' Board packet which includes the meeting agenda and any reading materials prior to all regular Board meetings.
5. Fully participate in Board meetings with the expectation they can speak during the appropriate times following all operating protocols. Additionally, at the designated Board meeting, the agenda will have an informational item titled, "SACo Report". It is during this time the Advisory council can discuss, provide input and interact with the Board.

H. Responsibilities of the Liaison

1. Facilitate communication between the SACo and the Board.
2. Meet with the Superintendent about SACo progress.
3. Co-create SACo agendas with the SACo President.
4. Advise the SACo on the best ways to present information to the Board.
5. Attend Board meetings.

I. Responsibilities of the Board of Directors

The Board of Directors will:

1. Maintain a high level of professionalism with the SACo. This relationship is driven by the mission to create a communication avenue, so the student voice is heard and valued.
2. Meet with the student members of the SACo and the liaison at the beginning of the school year to review expectations, responsibilities, and participation. This can be completed at the first Board meeting in which SACo attends.

J. Other

Students who are selected and fulfill the expectations in of the Student Advisory Council will receive the following benefits:

1. Letter of recommendation/appreciation.
2. Hours toward community service as required by Board Policy #2410 High School Graduation Requirements.
3. Snohomish School Board Performance Award recognition at the appropriate awards ceremony.

Cross Reference: Policy 2410 High School Graduation Requirements

Classification: Discretionary

Adoption Date: September 14, 2022