

Procedure Title	Student Trustees/Senators		
Date of Issue	October 6, 1998	Related Policy	BP 1802-D
Revision Dates	May 21, 2002, May15, 2007, May 19, 2010, October 27, 2010, February 23, 2011, November 16, 2011	Related Forms	
Review Date		Originator	Administrative Council
References			
Education Act, Section 55; The Road Ahead-II-A Report on the Role of School Boards and Trustees; Ontario Regulation 07/07; Education Act, Section 229 (1); Bluewater District School Board Procedural By Laws			

Procedure:

Rationale:

In accordance with Board Policy, Student Senators will be elected by their peers and the following procedure will guide their election as well as the election of Student Trustees who will ensure that student interests are appropriately represented at Board meetings.

Procedure:

1.0 Election Guidelines

- 1.1** One Student Senator from each secondary school will be elected by his or her peers to serve a one year term.
One Student Senator from each First Nation (Saugeen First Nation and Chippewas of Nawash First Nation) will be elected from among the First Nations' students attending the Board's secondary schools.
- 1.2** To be eligible, candidates must:
 - a) be in full-time attendance at a Bluewater District School Board secondary school;
 - b) be a resident of Grey County, Bruce County, Saugeen First Nation or Chippewas of Nawash First Nation; and
 - c) have firm plans to attend the same secondary school in the next school year.
- 1.3** The selection process for Student Senators will take place in accordance with the election policies of each secondary school Student Council.
- 1.4** All Student Senators/Trustees will be a member of their respective student council.
- 1.5** The Student Senators will elect up to three representatives (number to be determined by trustees following consultation with student trustees/senators on annual basis) to act as Student Trustees.
- 1.6** All Student Trustees/Senators must attend an orientation seminar in the fall of each new school year.
- 1.7** The Principal of the school will notify the Student Trustee/Senator for that school of the opportunity to earn a credit related to their role as a Student Trustee/Senator. The Student Senator/Trustee must display appropriate attendance, effort, conduct and achievement during their term in office. It is the responsibility

of the Student Senator/Trustee to provide evidence satisfactory to the Principal or his or her designate regarding these requirements.

- 1.8 Notice of the newly elected Student Trustees/Senators will be given to the Board at the regularly scheduled May Board Meeting to take effect in August.

2.0 Board Meeting Guidelines - Student Senators And Student Trustees

- 2.1 No honorarium will be paid to Student Senators. An honorarium as specified by legislation will be paid to the elected Student Trustees. Travel expenses for Board business will be paid as per Board policy for all Student Senators and Trustees.
- 2.2 Student Trustees will be expected to attend all regularly scheduled public meetings of the Board.
- 2.3 Student Senators will not attend Committee-of-the-Whole Board Meetings in Closed Session.
- 2.4 Student Senators will attend all regularly scheduled public meetings of the Board.
- 2.5 Student Senators will have no voting or motion-making rights in the Committee-of-the-Whole Board Meetings in Public Session.
- 2.6 If attendance is not possible at Board meetings or assigned committee meetings, the Student Trustees must notify the Secretary of the Board.
- 2.7 Additional Student Senator/Trustee meetings may be arranged, separate from the regularly scheduled Board meetings, and all Student Senators/Trustees will be encouraged to attend.
- 2.8 Student Senators /Trustees will meet in advance of each Board meeting to develop a consensus related to the student view on important issues.
- 2.9 A Student Senator will be selected prior to each Board Meeting to represent student interests at that meeting.
- 2.10 Student Senators /Trustees may meet separately during regular Board meetings to identify issues that are of importance to them, conduct research and prepare reports and recommendations for committees of the Board.
- 2.11 Student Trustees/Senators shall act in accordance with the Bluewater District School Board Procedural By-Laws.

3.0 Board Meeting Guidelines - Student Trustees Only

- 3.1 Student Trustees are not entitled to exercise a binding vote on any matter before the board.
- 3.2 Student Trustees can request that a matter before the board be put to a recorded vote. In this instance two votes shall be taken, one that is recorded and is not binding that includes the student trustees vote and the other that is a recorded binding vote that does not include the student trustees vote.
- 3.3 Student Trustees are not entitled to move a motion, but they may suggest a motion on any matter that is before the board. If that motion is not moved by a board member the record will show the suggested motion.
- 3.4 Student Trustees may be present at meetings that are closed to the public except for those that deal with the disclosure of intimate, personal or financial information in respect of a member of the board or

committee, and employee or prospective employee of the board or a student or the student's parent or guardian.

4.0 Committee Guidelines

4.1 Student Senators/Trustees will be appointed to the various committees that are directly related to student interests.

Examples:

- Business
- Policy Standing Committee
- Special Education Advisory
- School Boundary Review
- Green at Heart
- Strategic Planning, etc.

4.2 Student Senators/Trustees attending committee meetings will comply with the guidelines for Board Meetings.

5.0 Student Senator/Trustee Guidelines for Actions

5.1 Student Senators/Trustees will demonstrate discretion and respect for confidential information at all times.

5.2 Upon receipt of complaints, questions or suggestions regarding a school or service, a Student Senator/Trustee should direct the person or persons to the appropriate principal or supervisor of the service.

5.3 It is expected that Student Senators/Trustees will faithfully and responsibly represent the secondary school and elementary school perspective during deliberations of the Board and that every effort will be made to consult with other bodies or groups of students and to report back to them in order to provide effective representation.

5.4 Student Senators/Trustees will be governed by the Education Act, Section 229 (1) as it pertains to the attendance required to act as a member of the Board.

6.0 Student Senator/Trustee Guidelines for Attending Provincial Conferences as Representatives of Bluewater District School Board

6.1 Conference registration and hotel accommodation must be made through the Office of the Superintendent responsible for Student Senators/Trustees (enables payment through the Board).

6.2 Student Senators/Trustees will be given an opportunity during their term in office to provide input on the Student Senate/Trustee budget allocation.

6.3 A parental consent form must be signed to assure parents have read all the material provided and are fully aware that:

- the conference is not run by the Board
- students are responsible for arranging their own transportation
- driver liability is the responsibility of the vehicle owner and driver not Bluewater District School Board
- the Board's insurance carrier, Ontario School Boards' Insurance Exchange (OSBIE) continues to endorse the risk management recommendation that students should not transport other students

6.4 Receipts for meals and mileage should be kept and presented to the Board for reimbursement.

- 6.5** Conference opportunities will be discussed with respect to budget allocation.
- 6.6** Accommodation is provided for Student Senator/Trustees only - no guests and no co-ed rooms allowed.
- 6.7** As a representative of Bluewater District School Board it is expected that Student Senator/Trustees will follow their school's "Code of Student Behaviour" while at the conference.
- 6.8** Expenses not covered by the Board should be covered by individual Student Councils if appropriate.