

STUDENT ADVISORY COUNCIL (SACo)

POLICY:

The Lake Stevens School District Board of Directors (Board) recognizes the value of communicating with students and receiving their input and perspectives. To foster this relationship with students, a Student Advisory Council (SACo) will be created to serve in an advisory capacity to the Board and the Superintendent. This SACo will consist of two (2) students from each grade level at Cavelero Mid High School and Lake Stevens High School and will lend student voice on matters of importance to the Board in the following ways:

- Providing an avenue for student voice in district visioning and decision making for all students in the district.
- Providing input, identifying problems and solutions, as well as advocating for change.
- Providing a direct connection and line of communication between students and the Board.
- Serving as a liaison to the students of Cavelero Mid High School and Lake Stevens High School through established student-led organizations.

A Board Liaison to the SACo and the Superintendent will support the SACo's work. Student representatives will serve as liaisons for their respective Associated Student Body and report to students about the work of the Board and district activities. The student representatives will attend board meetings according to the procedures accompanying this policy. The student representatives will not attend Executive or Closed Sessions.

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PROCEDURES:

Purpose

The SACo is designed to make a significant contribution to the Lake Stevens School District (District) through a close study of important issues resulting in recommendations to the Board, Superintendent, or the Superintendent's Cabinet. Providing a channel of communication between the Board and the students of the District will create a better level of understanding and communication while also building student leadership capacity.

Structure

The SACo will be made up of student representatives from Cavelero Mid High School and Lake Stevens High School. The Board seeks student members with a diversity of ages, ethnicities, experiences, and viewpoints. The members will serve for a minimum of one (1) year. The proposal has 10 members of the SACo. Two (2) students each from grades 8 through 12 would be full voting and participating members. There will be three (3) officers, the President, Vice President, and Secretary, voted upon by the other members.

Qualification for Application

1. The student candidate must be in grades 8, 9, 10, 11, or 12 during his/her term as a student representative. Students in grades 11 and 12 must attend Lake Stevens High School at least one (1) period per day.
2. The student candidate must be in good academic standing equivalent to participation in athletics or other student activities and maintain good academic standing throughout his/her term.
3. 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.
4. The student candidate must be willing to convey student opinion to the Board and report board deliberation and actions to the student body.
5. The student representative will be invited to attend his/her school's Associated Student Body meetings in order to share information to and from the Board.
6. The student candidate must have an interest in public service, policy setting, and governance.

Application Process

1. A one-page informational document guiding students through the application process will be provided as part of the application materials.
2. Students will submit an application to the school principal or designee.
3. Students must obtain approval signatures from their parents/guardians.
4. Students must submit a reference statement from one teacher or administrator.
5. A Selection Committee will review the application materials submitted by the prospective SACo members. This Selection Committee will be comprised of:
 - a. The Superintendent.
 - b. At least one board member.
 - c. A SACo liaison.
 - d. A Cavelero Mid High and Lake Stevens High school administrator.
 - e. Outgoing seniors who had served on the SACo.
6. The Selection Committee will interview the prospective SACo members and make the recommendations on which student representatives to forward to the Board for consideration and approval.

Term of Office

The Board encourages fresh ideas and a diversity of representation on the SACo. To that end, students who apply and are selected for the SACo in grades 8, 9, 10, or 11 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. Students who have previously served on the SACo may apply for their senior year. 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 8, 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 8 through 11.
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.

Removal

1. The SACo members serve at the discretion of the Board.

2. A student representative may be removed for failure to fulfill his/her duties, failure to maintain academic standards, or for behaviors that are deemed unacceptable by the school's student handbook.
3. The process for removal will involve the Board Liaison, a school administrator, and/or the Superintendent. Appropriate positive behavior interventions and/or other academic or social emotional strategies (depending upon the situation) will always be employed prior to removing a student.
4. Following the removal of a student, the Selection Committee will review all of the previous applicants from the grade level of the vacated position and appoint a candidate from that applicant pool.
5. If there are no previous applicants, the position will be advertised and appointed through established procedures.

Responsibilities of the Student Representatives

The student representatives will:

1. Meet the first Tuesday of each month of the school year with the (Board Liaison and Superintendent).
2. Adhere to all the rules and regulations pertaining to board members.
3. At a minimum, the SACo President and Vice President will attend one school board meeting or work study session per month which occurs while school is in session. All other members of the SACo are encouraged to attend. Since regular board meetings occur during the evening hours of a school night, the Board may grant permission for the student representatives 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 6:30 pm in the Community Room at the Educational Service Center.
4. Attend Special Meetings or work study sessions, if requested, but not Executive Sessions.
5. Have the ability to review the Board's meeting agenda/packet and any reading materials prior to all regular board meetings.
6. SACo officers will have the opportunity to ask questions of presenters during:
 - a. Agenda No. 3: Reports of School Buildings and Programs
 - b. Agenda No. 6: Discussion Items
 - c. Agenda No. 7: Information Items
7. Provide reports to the Board during the agenda item titled "Reports of School Buildings and Programs" during the second board meeting of the month or during the only board meeting in the months that only have one meeting. The reports will include student activities, topics of interest, and concerns.

8. Report Board deliberations and actions to their respective school buildings and the Associated Student Body, as applicable.
9. Orient a new student representative.
10. Participate in board training sessions, when invited, such as the Washington State School Directors' Association conference and legislative assembly. When these sessions occur on school days, student representatives will follow established prearranged absence procedures at the school they attend.

Responsibilities of the Liaison

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

Responsibilities of the Board of Directors

The Board will:

1. Establish a liaison to work with the SACo.
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.
3. Meet with the student representatives quarterly to assess the experiences and plan for future activities, including review of these procedures and the SACo charter for possible changes.

Other

Students who are selected and fulfill the expectations in of the SACo will receive the following benefits:

1. Letter of recommendation/appreciation.
2. Partial completion, if not fulfillment of community service hours as required by Policy No. 6205.
3. Lake Stevens School Board Exemplary Performance Award recognition at graduation.