

## **220 STUDENT SCHOOL BOARD REPRESENTATIVES**

### **I. PURPOSE**

The student school board representative shall be an advisor to, and meet and work constructively with, the Owatonna Public School Board and administration in the formation and evaluation of policy and regulations in the operation of our school system. The only meetings the student school board members shall attend in their representative capacity are the regular monthly Owatonna Public School Board meetings and work sessions. The student school board representative shall be a non-voting participant in the Board of Directors for the Owatonna Public School District. They shall also provide a communication link with the student body, and by participation obtain practical governmental experience.

### **II. ELIGIBILITY**

Representatives will typically be chosen in May of their sophomore year to serve a two-year term beginning in September and continuing through May of their senior year. To ensure continuity, there shall be one junior representative and one senior representative for each school year. Eligibility requirements are as follows:

1. Any student entering their junior year at Owatonna High School or the Area Learning Center (ALC), having good moral character, and who has been a resident of the Owatonna Public School District for at least one (1) year prior to the date of selection, shall be eligible to serve as a student representative.
2. The representative must meet and maintain all eligibility requirements for extra-curricular activities as detailed in the Owatonna High School student handbook.
3. The representative must exhibit characteristics of good citizenship.

### **III. SELECTION PROCESS**

1. The representative candidates must submit an application explaining their reason(s) for wishing to be the student representative to the board on behalf of their classmates.
2. A committee consisting of the superintendent, principal, and one school board member will interview the candidates.
3. Each year the committee will choose one candidate to represent Owatonna Public Schools as a student school board representative, thereby maintaining two student school board representatives serving at all times.

#### **IV. GUIDELINES FOR STUDENT SCHOOL BOARD REPRESENTATIVES**

The student school board representative shall:

1. Recognize the great responsibility of their position in representing the total student community and not an individual group.
2. Recognize that the Board of Education is a policy-making body rather than an administrative body.
3. Act only when the Board is in session unless authorized by the Board to perform a specific assignment.
4. Direct requests for action from constituents within the district (i.e. other students) through proper administrative channels.
5. Support the implementation of policies or actions taken that have been approved by majority action at an open public meeting.
6. Be willing and make every effort to attend all meetings, except sessions concerning specific personnel matters including, but not limited to, employee performance, student discipline hearing, negotiations and grievances, as well as consideration of the sale or transfer of property and/or any other matter permitted to be discussed by the School Board in closed executive session under the Public Open Meeting Law.
7. Be non-voting participants of the Board of Directors.
8. Not attend special or emergency meetings unless by invitation of the Board.
9. Receive the agenda that is sent to all Board members and other related materials, as deemed appropriate by the superintendent.
10. Sit at the Board table along with other Board members, voting and non-voting, and have a place to speak on the agenda.
11. Be advised by the superintendent, along with an appointed School Board member.

#### **V. EXPECTATIONS FOR STUDENT REPRESENTATIVE**

1. Be prepared with the agenda at each meeting, including review of any appropriate items with the superintendent.
2. Be courteous with Board members and the public at all times.
3. Keep remarks brief and to the point; ask clear and concise questions.
4. Learn the identity of the Board members so that they can be addressed by name; make opportunities to talk with them informally.
5. Dress accordingly - appearance is important as it reflects the school you represent.
6. Meetings sometimes can run late; have a clear understanding as to time commitment and transportation.
7. A student school board representative who neglects or refuses to attend two (2) successive regular meetings of the Board, unless detained by sickness or prevented by necessary absences from the district, may be removed from their position by the superintendent.
8. A student school board representative may be removed from their position for reasonable cause by the superintendent.