

Board of Directors

Student Advisory Council Procedures

A. Purpose

The Student Advisory Council (SACo) is designed to make a contribution to the Snohomish School District through providing a channel of communication between the School Board, Superintendent, and the students of the Snohomish School District, 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 may serve on the Council for a three (3) year term. Snohomish and Glacier Peak High Schools will be represented with students from each grade levels 10th-12th AIM High School will be represented with at least one student.

C. ASB Representative

Glacier Peak and Snohomish High School will have a member of their ASB on the Student Advisory Council. This member will be chosen by the school's governing body and will be appointed yearly.

D. Qualifications for Applicants

1. The student candidate must be in grades 10, 11 or 12 during their term as a student representative.
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 may be invited to attend their school Associated Student Body meetings and meetings with the principal, in order to share information to and from the School Board.
5. The ASB representative will be appointed by each individual school's governing body.

E. Application Process

1. Students will submit an online application through the district website.
2. Students may submit a reference statement from one teacher or administrator. (This is

not a requirement)

3. The prospective council members who complete the application materials will then be interviewed by the selection committee. The selection committee will review application materials as part of the process. Based on this process a recommendation will be made to the Board. The interview team will be comprised of:
 - a. At least one Board member
 - b. Student Advisory Council Liaison
 - c. High School Administrator
 - d. A current Student Advisory Council member
4. The recommendation of student representatives will be submitted to the Board of Directors for approval.
5. Each ASB school year the ASB advisor will provide the name of the ASB representative to the Student Advisory Liaison to include in the submission of members to the Board.
6. Current Student Advisory Council members need to submit an application on an annual basis but are not required to be interviewed.

F. Term of Office

Current students serving on the Student Advisory Council will continue to serve as representatives until the end of their senior year. As students graduate, the selection process will be open for upcoming 10th grade students to serve for a term of three years. If a student chooses to resign their position during the school year, another student will be selected from the same grade level. Students choosing to not continue their service for the following school year should notify the Student Advisory Liaison by April 1.

1. Representatives will be selected in the early spring of the year for the preceding school year.
2. Terms of office will be three school years, beginning in September of the 10th grade year and concluding in June of the 12th grade year unless they choose to not continue their service on the Student Advisory Council by notifying the Student Advisory liaison.
3. 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.
4. Students representing the ASB will be chosen yearly by each school's governing body.

G. 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.

H. Responsibilities of Student Representatives

1. The student representatives will: Meet periodically with the Student Advisory Council Liaison.
2. If a student is unable to attend a meeting, they will communicate with the Student Advisory Liaison.
3. The Student Advisory Council will meet with the Board three times during the school year. These dates will be set at the beginning of the school year. The Board may also request additional meetings with the Student Advisory Council as needed.
4. Students will 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.

I. Responsibilities of the Liaison

1. Facilitate communication between the SACo and the principals.
2. Create SACo agendas.
3. Advise the SACo on the best ways to present information to the Board.

J. 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.

K. 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.

Cross Reference: Policy 2410 High School Graduation Requirements

Classification: Discretionary

Adoption Date: September 14, 2022

Revised Date: May 6, 2024 (Cabinet Approved)

Revised Date: April 14, 2025 (Cabinet Approved)