



Board of Education Intern Program Overview

Open to Rising Juniors & Seniors for the 2026-27 School Year

Program Purpose: Two board interns per school year will share the student voice with Bloomfield Hills Schools Board of Education for the incorporation of student perspective in district policy, strategic planning, and decision making. Interns, along with the program's student advisory council members, will also help in the dissemination of important district information to the student body.

Program Composition: The Board Intern Program will consist of two board interns, and up to six student advisory council members. The two board interns will be the primary point of contact for district leadership and board members. Student advisory council members will work collaboratively with the two interns on all initiatives.

Program Expectations: Throughout the school year, students will work primarily with the Board Intern Program Committee, the Board of Education, and the Office of the Superintendent. Students selected to be part of the Board Intern Program can expect to be involved in the following ways throughout the school year:

- Establish a calendar of meetings, and prepare agendas and notes.
- Develop ways to gather student feedback and share student concerns to the Board.
- Create channels of communication to reach the students and convey information to the student population.
- Understand and follow guidelines of Board behavior, including:
 - Confidentiality
 - Spokesperson
 - Working as part of a team
 - Conflicts of interest
 - Punctuality
 - Preparedness
 - Civil discourse
 - Chain of command
- Embrace public speaking, and be comfortable presenting to audiences of varying sizes.
- Demonstrate respect for all people and issues addressed.
- Meet agreed upon timelines for reporting and status updates with the Board of Education.

Criteria for Candidacy:

- Must be currently enrolled in a Bloomfield Hills Schools high school (BHHS, Model, IA).
- Must be a rising junior or senior in the upcoming school year.
- Must commit to participating in the program for one school year.
- Must have a GPA of 3.0 or above.
- Must be comfortable working collaboratively with students, staff, and trustees.
- Must be willing to commit to representing a large constituency of students, and the responsibility of collecting or sharing information with stakeholders.

Criteria for Candidacy (continued):

- Must be actively involved within the school community, and be willing to contribute to the betterment of Bloomfield Hills Schools on behalf of students K-12.
- Must be willing to attend and participate in meetings and events that are broadcasted and recorded.
- Must be able to manage the time commitment which includes preparing for and attending meetings.
- Must be willing to participate in student leadership development opportunities that may be offered.
- Must be willing to participate in training to learn about advocacy, governance, and/or other duties and responsibilities affiliated with being a member of a Board of Education.

Application Process: By Noon on Thursday, May 21, 2026, please email Rebecca Catherincchia (rcatherincchia@bloomfield.org) in the Office of the Superintendent the following three documents in PDF format:

- Scanned PDF of the completed application, inclusive of the three signatures required.
- Current resume (limited to one page).
- Letter of interest (not to exceed 250 words) on why you are interested in applying to be part of the Board Intern Program for the 2026-27 school year, and what you hope to accomplish and learn from the experience, if selected.

Next Steps: Please reference the following time frames, methods of communication, and important dates as next steps as part of the Board Intern Program:

- The application deadline is Thursday, May 21, 2026 by Noon.
- Selected students will be invited by email to submit a video-recorded response to interview prompts.
- The Board of Education will present its recommendation on June 15, 2026. Students' names will not be announced or referenced during this meeting.
- All candidates will receive an email from the Board of Education or the Office of the Superintendent notifying them of the decision of the Board of Education.
- The formal announcement and appointment of the Board Interns and Student Advisory Council members will take place at the first Regular Board Meeting of the 2026-27 school year, which is currently scheduled for the evening of Monday, September 28, 2026.