

**ADMINISTRATIVE PROCEDURE FOR  
STUDENT VOICE IN DECISION MAKING**

(Attachment for Policy No. 232)

It is the responsibility of the administration of this district to ensure that students are provided with opportunities for meaningful participation in the matters of school affairs and the government of student activities.

I. At the district level, such opportunities shall include, but not limited to:

- A. One public high school student and one alternate can serve on the Board of Education as a non-voting member
- B. Two students from each School District of Philadelphia high school can serve on the district's City-wide Student Government
- C. At least one student from each public high school in the city on the Superintendent's Student Advisory Board
  - i. The expectation for these students is to:
    - 1. Establish a schedule for attending meetings
    - 2. Advise board members, superintendent, principals on issues and ideas from student body
    - 3. Be prepared to share comments, opinions, or feelings in an appropriate manner
    - 4. Conduct themselves appropriately while in school and at school-sponsored events.
- D. Involvement in reviewing the School District of Philadelphia's Student Code of Conduct
- E. Membership on relevant committees and subcommittees for the comprehensive planning process

II. At a school building level, such opportunities shall include, but not limited to:

- A. The creation of a student council/government
  - i. All students have the right to organize, conduct meetings, and elect officers. The purpose is to develop student leadership, provide an experience in democratic decision making, and provide students with a voice regarding school/district issues.
  - ii. Student council/government configuration and criteria
    - 1. Elementary
      - a. Each elementary building determines how their student council/government will be configured.
    - 2. Middle School

a. The council consists of the 8<sup>th</sup> grade elected officers and representatives from each grade. The student council has been organized to develop good citizenship; assist in the management of student affairs; provide a forum for student expression, provide orderly direction of school activities, and fund projects for improving the school.

3. High School

a. Eligibility: a student must have a minimum GPA of 2.5 or higher, and determined to be in good standing.

b. A student wishing to run must obtain 2 faculty members' signatures indicating their recommendation and support of the students' plan to hold office.

c. Must present a candidate speech to peers

d. Invite the participation of all students in council activities

e. Assure that all students have equal access to student government and equal opportunity to vote and hold office

B. Input in the creation of the school's student handbook

C. Serve as a member of the School Advisory Committee (SAC)

D. The planning and execution of student activities and events (ex: fundraiser, school dance, family night) with the support of a faculty sponsor and approval of principal.

i. Principals will develop and distribute procedures for staff and students to follow for the implementation of student activities and events.