

# THE SCHOOL DISTRICT OF PHILADELPHIA

No. 003.1

SECTION: Board

Procedures/Bylaws

TITLE: Non-voting Student  
Representative

ADOPTED: August 16, 2018

REVISED: May 30, 2019

## 003.1 NON-VOTING STUDENT REPRESENTATIVE

### **Purpose**

To establish the position of the non-voting student representative member of the Board of Education. The non-voting student representative serves on the Board in an advisory capacity to represent the interests of all students in Philadelphia. [1]

### **Authority**

Members of the Board of Education shall appoint, by a majority vote, two (2) student representatives to be non-voting members of the Board of Education. Board Members must appoint both student representatives during the Spring, for a term commencing on July 1 of that same year. [1][2]

The Board of Education will designate a Board Member to serve as a mentor to the appointed student representatives, with assistance from the Board of Education staff.

Appointments of student representatives shall be made in accordance with procedures outlined by this policy.

### *Roles and Responsibilities*

The non-voting student representatives shall:

- Advise the Board of Education on matters in the best interest of all students in Philadelphia.
- Serves on the Superintendent's Student Advisory Council and the Board of Education.
- Serve as leaders that represents student voice for all Philadelphia public schools (District and Charter).
- Make every effort to attend and participate in all public meetings of the Board of Education held outside of their school day.
- Receive orientation, training, and support from the Office of the Board of Education, in relation to fulfilling their role on the Board.
- Advise on the impact of Board Policies on the students of Philadelphia.
- Advise on the development or amendment of Board Policies.

The non-voting student representatives shall not:

- Participate in confidential Board executive sessions.
- Publically represent the intent of the Board.
- Contract on behalf of the Board or the School District.

### *Qualifications*

Student representatives must attend a District or charter high school in Philadelphia and be a current resident of the City of Philadelphia. Student representatives must be enrolled in their eleven (11th) or twelve (12th) grade year while serving as the Board student representative.

### **Delegation of Responsibility**

The Superintendent or designee shall develop and disseminate administrative procedures for the application and selection process of the student representative positions. An annual notification must be sent to students, parents/guardians, and staff with information on the application process and related procedures.

### *Vacancies*

An alternative student representative may be appointed by the Board of Education in the event that a student representative is unable to complete their term. If both student representatives are unable to complete their terms, the Board of Education shall appoint two new student representatives in accordance with the procedures of this policy.

### *Term*

Appointed student representatives shall serve not more than a single one-year term beginning July 1, ending June 30th.

### *Orientation and Training*

The Board of Education is committed to ensuring appointed student representatives are well informed and prepared to perform the respective duties and responsibilities outlined in their role. The District's Office of Student Support Services will serve as a mentor to appointed student representatives to encourage understanding of the function of the Board and acquire knowledge of matters related to the operation of the schools.

### **Legal References:**

1. Home Rule Charter – 12-201
2. Board Policy 003 Membership