

NUMBER:	<i>to be determined</i>
TOPIC:	STUDENT TRUSTEE REPRESENTATIVE ON BOARD
EFFECTIVE:	Immediately
CROSS-REFERENCE:	
REVISION DATE:	September 2007
RESPONSIBILITY:	Director of Education

INTENDED PURPOSE

The Halton District School Board recognizes the importance of a “student voice” in the Board’s decision-making process. Thus, the Halton District School Board is committed to providing that “student voice” through the appointment of student trustee(s) to the Board of Trustees.

PROCEDURES

Pupil Representatives

- 1 The Halton District School Board shall have a minimum of one, maximum of two pupil representatives on the Board.
- 2 A pupil representative must be in the last two years of the senior division of a Halton District School Board school at the time that he or she is appointed.
- 3 The pupil representatives shall be elected by the Student Senate not later than May 15 of each school year, to take effect with respect to the following school year for a term of one school year.
- 4 A pupil representative shall be a student in good standing at a Halton District School Board school for the entire school year of his/her appointment.

Appointment Of Pupil Representatives

- 1 A notice shall be sent to each secondary school principal before April 15 inviting each secondary school to nominate one qualified student to be considered by the Halton District School Board for appointment as pupil representative on the Halton District School Board.
- 2 The nomination procedure at each secondary school shall involve a selection process by students.
- 3 Nominees shall be asked to provide the following information to the Director:
 - a) reasons for seeking the position;
 - b) background, interests, qualifications, experience, concerns;
 - c) other information they think is pertinent;
 - d) one letter of reference (from the Student Council or other student group).
- 4 Candidates interested in the position of student representative on the Halton District School Board shall be invited to a Student Trustee Elections Meeting to make a two-minute presentation to Student Senate. The Student Senate would then, through secret ballot, decide on the successful candidate for the position of student representative.

Disqualification Of Pupil Representatives

- 1 A pupil representative who ceases to be a student in the Halton District School Board shall be disqualified from serving as a pupil representative on the Halton District School Board.
- 2 A pupil representative who absents himself or herself from the three consecutive meetings of the board and the standing committee of the board without being authorized by resolution entered in the minutes shall be disqualified from serving as a pupil representative on the Halton District School Board.

- 3 A pupil representative who is convicted of an indictable offence shall be disqualified from serving on the Halton District School Board.
- 4 A pupil representative, who in the opinion of the director and chairperson, behaves in a manner which is deemed to be incompatible with the responsibilities of the position, or fails to carry out the responsibilities of the position as outlined in section 5.4 below, may be disqualified from serving as a pupil representative on the Halton District School Board, by a vote of the Board in Private Session.

Filling A Vacancy

- 1 If a position of pupil representative becomes vacant during the school year, the Student Senate may appoint a new pupil representative from the original applicants for the position.
- 2 If the Student Senate decides to appoint a new pupil representative, the original the candidate with the most votes but not selected in 2.4 will be appointed to the position of Student Trustee.
- 3 The Student Senate may decide not to replace one pupil representative position that becomes vacant during the school year. A minimum of one pupil representative on the board meets the requirements of the Ontario Regulation 461/97 -- Pupil Representation on Boards.

The Type and Extent of participation of Pupil Representatives

- 1 Pupil representatives shall have non-binding voting rights for matters in front of the Board for decision.
- 2 Pupil representatives are not entitled to be present at a In-Camera meetings dealing with matters relating to Personnel.
- 3 Subject to sections 5.1 and 5.2, pupil representatives shall have the same opportunities for participation at meetings of the board and at meetings of the committees of the board as a board member.
- 4 The pupil representative(s) shall chair the Halton District School Board Student Senate (HDSBSS),and in that role shall be bound by the HDSBSS constitution.

Reimbursement of Expenses

- 1 Pupil representatives shall be reimbursed for their out-of-pocket expenses reasonably incurred in connection with carrying out the responsibilities of pupil representatives. Such reimbursement of expenses shall be according to the same rules that govern the reimbursement of board members expenses.

Mentor and Advisor

- 1 A trustee of the Halton District School Board, appointed by Board motion, shall act in a mentor/advisor role to the pupil representatives on the board.

Honoraria

- 1 For the term of office in respect of the period from September 1, 2007 to June 30, 2008, the Board will pay to a student trustee of the Halton District School Board, in good standing, 100% of the maximum allowable allocation as set out by regulation, for an honorarium that does not exceed*:

	Base Amount	Enrolment Amount	Total Amount
Student Trustees	2,500.00	0.00	2,500.00