



I. Policy Statement

The Board of Education recognizes the value of contributions of students in the regular meetings of the Board and encourages this participation by establishing the position of Student Member to the Board of Education of Howard County and by establishing positions of Student Representatives from each high school.

II. Purpose

The purpose of this policy is to provide direction regarding the election, roles, and responsibilities of the Student Member and Student Representatives.

III. Definitions

- A. Howard County Association of Student Councils (HCASC) – A student group consisting of representatives from each Student Government Association and each Student Council.
- B. Student Council – A student led representative body at each middle school, created with the purpose of providing a voice for students, which is organized under guidelines established by the HCASC and recognized by the school administration.
- C. Student Government Association (SGA) – A student led representative body at each high school, created with the purpose of providing a voice for students, which is organized under guidelines established by the HCASC and recognized by the school administration.
- D. Student Member – A regularly enrolled high school junior or senior elected by students to serve as an informed student voice at public Board of Education meetings and functions.
- E. Student Member Elect – A student elected to be the Student Member of the Board of Education for the following term.
- F. Student Representatives – One student from each high school to participate in regular Board of Education meetings on a rotating basis. Student representatives shall be elected by students in their respective schools.

- G. Voters – Students in grades 6 to 11.

IV. Standards

- A. There will be two types of official student representation to the Board of Education: Student Member and Student Representative.
- B. Student Member
1. There shall be one Student Member who shall serve a one-year term from July 1 through June 30.
 2. The Student Member shall be elected by a majority of student voters countywide if there is more than one candidate for the position.
 3. The Student Member is expected to participate in all public Board of Education meetings as well as all functions except when the Student Member and Board Chairman concur that there would be a significant sacrifice to schoolwork. Unless invited to attend by the affirmative vote of a majority of the Board, the Student Member may not attend closed sessions of the Board.
 4. The Student Member shall receive all Board information, with the exception of confidential personnel and closed session items, at the same time as the Board members. The Student Member of the Board of Education shall maintain the confidentiality of that information until it is appropriate to do otherwise.
 5. On matters that come before the Board at public meetings, Student Members may express their own views and/or the views of Howard County Public School System students. They should identify which view or views are being expressed.
 6. Voting Rights of Student Members
 - a. The Student Member may not vote on personnel and appeal issues in general. In addition, the Student Member may not vote on issues which fall under the following specific areas of the Annotated Code of Maryland Education Article:
 - i. § 4-109 (c) (attendance areas)
 - ii. §4-115, 4-117, 4-118, 4-119, 4-120 (site acquisition, condemnation, consolidation, architect selection, etc.)
 - iii. § 4-201 and § 4-202 (appointment and salary of the Superintendent)
 - iv. § 4-205 (c) (employee discipline and other appeals)

- v. § 5-101 et. seq. (budgetary matters)
- vi. § 6-201 (appointment and promotion of staff)
- vii. § 6-202 (teacher discipline)
- viii. § 6-401 et. seq. (collective bargaining)
- ix. § 6-501 et. seq. (collective bargaining)
- x. § 7-305 (student suspensions and expulsions)

- b. The voting prohibitions established in Standard IV.B.6.a apply whether discussions are held in open or closed session.
- c. Except for those areas not permitted under Standard IV.B.6.a, the Student Member shall have an opinion vote or, as permitted by state statute, an official vote, on matters discussed in public session. Opinion votes shall be recorded but shall not affect the outcomes of motions.

- 7. The candidate receiving the second highest number of votes in the direct election shall fill the position of Student Member if the candidate elected is unable to complete the term.
- 8. The Student Member shall receive assistance, support, and guidance through the Superintendent's designee.

C. Student Representative

- 1. Student Representatives for each school year shall be elected during the preceding spring using procedures determined by their high school SGA.
- 2. On matters that come before the Board at meetings they are attending, Student Representatives may express their own views, the views of the students in their schools, and/or the views of the HCASC. They should identify which view or views are being expressed.

V. Compliance

- A. The Superintendent's designee shall ensure that Student Members are elected in accordance with this policy.
- B. The Superintendent's designee shall provide assistance, support, and guidance to the Student Member to enable the Student Member to carry out duties and responsibilities in accordance with this policy.

VI. Delegation of Authority

The Superintendent is authorized to develop procedures for the implementation of this policy.

VII. References

A. Legal

The Annotated Code of Maryland, Education Article
Section 3-701 (Howard County Board of Education)
Section 4-109 (c) (Attendance Areas)
Sections 4-115, 117, 118, 119, and 120 (Site Acquisition, Consolidation,
Architect Selection, etc.)
Section 4-201 and § 4-202 (County Superintendent of Schools)
Section 4-205 (c) (Employee Discipline and Other Appeals)
Sections 5-101 et. seq. (Budget and Reporting)
Section 6-201 (Appointment and Promotion of Staff)
Section 6-202 (Teacher Discipline)
Section 6-401 et. seq. (Collective Bargaining – Certificated Employees)
Section 6-501 et. seq. (Collective Bargaining – Non-certificated Employees)
Section 7-305 (Student Suspensions and Expulsions)
COMAR 13A.02.01 Local Boards of Education

B. Other Board Policies

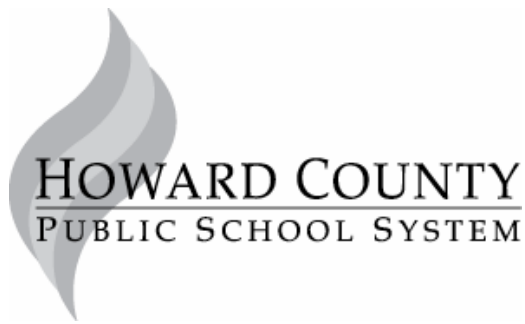
Policy 2000, School Board Governance

ADOPTED: March 12, 1992

AMENDED: November 8, 2001

May 25, 2006

EFFECTIVE: July 1, 2006



POLICY 2010-PR
IMPLEMENTATION PROCEDURES
STUDENT REPRESENTATION

Effective: July 1, 2006

I. Definitions

- A. HCASC Advisor – Adult employed by the Howard County Public School System (HCPSS) to advise the HCASC.
- B. HCASC President – Junior or senior elected by students to serve as the association’s president with the responsibility of representing the views of all students.

II. Communication

Information about opportunities to serve in student representation positions shall be made available to high school students on an annual basis through regular school and school system communication channels. Teachers, parents, and the general public shall also be informed on an annual basis of the existence of student representation to the Board of Education.

III. Student Member

- A. Student Member Qualifications:
 - 1. Must be a bona-fide resident of Howard County.
 - 2. Must be a junior or senior enrolled in a Howard County public school.
 - 3. Must have a parent information letter signed to seek and serve in the position.
 - 4. Must meet academic eligibility requirements for participation in extra-curricular activities under Policy 9070.
- B. Student Member Election Procedures:
 - 1. Applications will be developed by the HCASC and distributed to interested students, all high school principals, and all SGA Advisors by January 15. Completed applications are due on or before February 15.
 - 2. If there are more than three qualified candidates, a committee will be convened to select the final two candidates. The HCASC Advisor will moderate and chair the committee. Voting members of the committee will

include the current Student Member, the HCASC President, 2nd Vice President of HCASC, an SGA Advisor from a school not represented by the candidates, and the Superintendent's designee. The panel will select two candidates by March 15.

3. Campaign materials for the two candidates, including but not limited to audiovisual recordings of campaign speeches, will be distributed to HCPSS secondary principals, SGAs, and Student Councils. Arrangements will be made to allow all eligible voters to view them. Guidelines for the campaign materials shall be developed by the HCASC subject to the approval of the Superintendent's designee.
4. The election of the Student Member shall be through confidential ballot. Balloting shall be conducted by April 30. Ballots shall be counted and returned to the HCASC within 5 school days.
 - a. At the high school level, balloting for the Student Member shall be administered by the SGA in accordance with this policy, these procedures, and HCASC election rules. Balloting for the Student Member shall be conducted in combination with the SGA general election whenever possible.
 - b. At the middle school level, balloting shall be administered by the Student Councils. A school administrator shall ensure that the election is administered in accordance with this policy, these procedures, and HCASC election rules.
5. The Superintendent's designee shall certify to the Board at the first meeting in July that the Student Member Elect was elected in accordance with all policies and procedures in and enforceable by this policy. The Student Member Elect shall then become the Student Member of the Board of Education.
6. HCASC may develop additional election rules as necessary, subject to the approval of the Superintendent/Designee.

C. Student Member Responsibilities:

1. Participate in all public Board of Education meetings and exercise the right to vote in accordance with policy and Maryland statute.
2. Participate in all public functions of the Board of Education except when the Student Member and Board Chairman concur that there would be a significant sacrifice to schoolwork.

3. Attend all HCASC executive committee and general assembly meetings.
4. Meet with Student Representatives as necessary.
5. Establish the rotation for Student Representatives to participate in the regular Board of Education meetings.
6. Revise and update the Student Member handbook and pass it on to next Student Member.
7. Attend an introductory meeting with the chairman of the Board of Education.

IV. Student Representative

A. Student Representative Qualifications:

1. Must attend one of the comprehensive high schools
2. Must have parent permission to seek and serve in the position
3. Must meet academic eligibility requirements for participation in extra-curricular activities
4. Must meet all other qualifications determined by their respective school's SGA.

B. Student Representative Responsibilities:

1. Attend Board of Education meetings as scheduled by the HCASC President
2. Seek student opinions on matters that come before the Board
3. Maintain an active role in the HCASC
4. Attend all other meetings scheduled at the request of the Student Member.

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