

The Board recognizes that its primary responsibility is to serve the students of the Issaquah School District through goal setting, program development, financial affairs, operating policies, systematic reviews of the school programs, and advocating on behalf of students and schools. In order to be effective, the Board needs to understand the experiences and priorities of its students.

Accordingly:

1. The Board has created non-voting advisory positions to act as Student Representatives to the Board. There will be eight total positions with the goal being two positions each for Gibson Ek, Issaquah, Liberty, and Skyline High Schools. If there are not two applicants from each school, the Board and interview team can recommend students from any high school to get to a total of eight Student Representatives.
2. Student Representatives will be selected in the spring prior to the year they will serve as representatives. The term of office will be **two years**, beginning **in July** of the application year and concluding **at** the end of June. Seniors will serve one year, from July to June. The overlap of terms will allow for mentorship by the more experienced representatives.
3. The role and responsibilities of the Student Representatives will be as follows:
 - a. To provide student voice to the Board and to District administration
 - b. To serve as liaisons by collecting student voices from their schools and bringing that voice to discussions at Board meetings
 - c. To review the Board meeting agenda prior to each meeting, including the reading of materials linked to the agenda
 - d. To attend as many as possible regular School Board meetings which occur during the term of office
 - e. To be very familiar with (including historical performance), collect student body input on, and report out to the Board on one, two or three Executive Limitations (EL(s)), to be assigned by the Board
 - f. To provide reports to the Board during the scheduled Student Input portion of the Board meeting agenda and during the discussion of the EL(s) assigned to them
 - g. To participate in discussions at regular open meetings of the Board when applicable (but not to make motions or vote)
 - h. To report back to the student body about the Board deliberations and actions that are relevant to the student body
 - i. To adhere to the rules and regulations pertaining to Board members
 - j. To attend special meetings or Board retreats if requested/invited
 - k. To participate in Board training sessions, when invited, such as the WSSDA conference and legislative assembly (when these occur on school days, student representatives will follow the established prearranged absence procedures at their high school)

4. Student Representatives will not hold voting rights, make motions, hold Board office, or attend closed Executive Sessions.
5. All Student Representatives are expected to participate in an onboarding meeting held prior to the beginning of their term with one or two Board members serving as liaisons. This meeting will include reviewing expectations and responsibilities and assigning of Executive Limitations by the Board. Attendance is also expected at two additional check-in meetings to be held in the fall and in the early spring.
6. Student Representatives will refrain from committing any group (ASB, school administration, a Club, athletic program, etc.) to any position or action.
7. Any student interested in serving as a Student Representative must apply for the position. The application and selection period will occur annually in April. To apply, the student must submit, prior to the deadline:
 - a. The completed electronic application
 - b. Recommendations from two staff members
8. In order to qualify to serve as a Student Representative, the student must be:
 - a. In grade 10, 11 or 12 during their term of office
 - b. Enrolled in the High School which they represent (or living within the school boundary)
 - c. In good standing, including but not limited to passing 6 of 7 classes, attending regularly, and not under any school discipline
 - d. A strong communicator—they must be able to represent the student body in providing input to the Board and to communicate with the student body at large as they take information back to their school
9. If any of the high schools have more than two qualified applicants, interviews will be conducted to select the Student Representatives. Two Board members will screen the applications and select up to four candidates per school to be interviewed. Interviews will be conducted by a panel consisting of:
 - a. Two Board members
 - b. One Activities Coordinator
 - c. One ASB Executive Board officer from **that** high school
 - d. One Civics/Government teacher from that high school
 - e. One current student representative

The panel will recommend a total of eight candidates to the Board, for its approval at its next regularly scheduled meeting.
10. The High School Activities Coordinators will serve as the advisors for the Student Representatives.
11. The Student Representatives serve at the discretion of the Board. The Board may remove a Student Representative for failure to fulfill their duties, for failure to maintain good

standing in academics, attendance or behavior, or for behaviors the Board deems unacceptable as a member of the Board of Directors or embarrassing to the Issaquah School District.

12. In the event that a Student Representative is unable to complete their term of office, the Board may appoint another Student Representative from the list of applicants.

13. Reference Materials:

- a. School Board Handbook: [ISD School Board Handbook 2023](#)
- b. EL Monitoring Calendar: [MonitoringCalendarGP-4E21-22Rev11-15-2021.pdf \(finalsite.net\)](#)
- c. About Us, School Board: [School Board - Issaquah School District 411 \(isd411.org\)](#)

April 7, 2022 – Adoption

May 26, 2022 – Revised

April 27, 2023 – Revised