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## STUDENT TRUSTEES

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### 1.0 STUDENT REPRESENTATION ON THE BOARD

Limestone District School Board has established three positions for Student Trustees on the Board in order to provide for the interests of students within its school system. One Student Trustee will be elected from the following group of schools: Ernestown Secondary School, Granite Ridge Education Centre, Napanee District Secondary School, North Addington Education Centre and Sydenham High School. A second Student Trustee will be elected from the following group of schools: Bayridge Secondary School, Frontenac Secondary School, Kingston Secondary School, Loyalist Collegiate and Vocational Institute, and LaSalle Secondary School. The third position for Student Trustee will be an Indigenous student. The Student Trustee positions provide for the active involvement of students in their education and provides an opportunity for students to express their views and to listen to and evaluate the opinions of others.

The Student Trustee:

- a) provides greater insight into student activities, programs and needs;
- b) encourages more student involvement in the district's governance activities;
- c) provides a greater awareness and understanding of mutual issues between and among the Board, school staff and students;
- d) Student Trustees have non-binding votes on Board motions; and
- e) Student Trustees may suggest motions, but are not allowed to move and/or second a motion. If no member of a Board moves the suggested motion, the record shall show the suggested motion.

### 1.1.0 RESPONSIBILITIES OF STUDENT REPRESENTATIVE

#### 1.1.1 By-Laws

The Student Trustees shall act in accordance with the policies and administrative procedures of the Board. Each of the Board's policies and procedures will pertain, as appropriate, to the election and duties of the Student Trustee.

### **1.1.2 Duties on Board**

The Student Trustees shall attend monthly regular meetings of the Board and its committees, including closed sessions (in-camera), but shall not remain in closed session (in-camera) when the disclosure of intimate, personal or financial information in respect of a member of the Board or committee, an employee or prospective employee or a pupil or their parent or guardian is discussed. The student representative does not affect a quorum.

The Student Trustees may be a non-voting participating member of identified Board committees, and otherwise involved as requested by the Board. The votes of the student Trustees shall be non-binding.

Student Trustees have non-binding votes on Board motions. Student Trustees may request a recorded vote on any Board motion. If a recorded vote is requested there must be two votes:

- a) a non-binding vote that includes the Student Trustees' vote; and
- b) a recorded binding vote that does not include the Student Trustees' vote.

### **1.1.3 Conduct**

The Student Trustees shall conduct themselves in accordance with the Trustee Code of Conduct.

### **1.1.4 Private Session**

- a) The Chair of the Committee or Board shall determine and communicate in advance which of the matters on a Private Session agenda are appropriate for Student Trustee presence and participation.
- b) Student Trustees shall only receive Private Session materials during the In-Camera section of a meeting related to those matters for which they will be present, and shall return all documentation to the Chair of the Board prior to the Board rising and reporting.

### **1.1.5 Representation**

- a) The Student Trustees may represent the Board only when specifically delegated.
- b) The Student Trustees shall represent the student voice through their seat on the Board.
- c) The Student Trustees shall inform Limestone District School Board Inter-School Council and thereby all students, of issues within the Board and act as liaison with Inter-School Council in the district.
- d) The Student Trustees shall comment on and/or bring forth any issues deemed to be pressing and of concern to the Board.
- e) The Student Trustees may bring forward motions as a co-named

- representative sponsored by an elected Trustee.
- f) The Student Trustees shall, upon receipt of complaints, questions or suggestions regarding a school or service, direct the person or persons to the appropriate principal or supervisor of the service. Student Trustees are in the position to receive complaints regarding issues, but shall not involve themselves with complaints about individual employees of the Board. Should the complaint continue, the Student Trustees may discuss the matter with the Director of Education or designate.
  - g) The payment of membership fees to the Ontario Student Trustees' Association (OSTA-AECO) and all appropriate expenses to enable Student Trustees' participation in approved OSTA-AECO events shall be incurred by the Board.

### **1.1.6 Safety and Supervision of Student Trustees**

- a) The Director of Education shall ensure that Student Trustees are responsibly supervised during approved overnight events to the satisfaction of the Director and parents/guardians if the Student Trustees are under the age of majority; and
- b) Such supervision may include a written plan of supervision related to an event, signed parental and student forms, communication regarding a supervision plan with conference hosts or organizations, and communication of such plan with other Board members, as appropriate.

## **1.2.0 TERM OF OFFICE**

### **1.2.1 School Year**

The term of office for the Student Trustees shall begin August 1<sup>st</sup> following their election and shall end on July 31<sup>st</sup>. The Student Trustees shall normally commence office at the August Board meeting. In the event an incumbent resigns the position during the course of the school year, Limestone District School Board Policy 9 (Student Trustees), indicates another student may be asked to complete the term. The vacant position shall be filled by a by-election following the procedures established in 25.5.0(i). The newly elected Student Trustees may seek a briefing and guidance from the current representative in the month of June, following their election, but will not assume the position until the following August.

### **1.2.2 One Year Term**

The Student Trustees may occupy the position for a one-year term only unless they are re-elected at their school and subsequently re-elected during regular Student Trustee elections.

### **1.3.0 MENTORSHIP**

The Director of Education or designate shall serve as a Student Trustee advisor to guide and assist the Student Trustee in fulfilling the required responsibilities of the position.

### **1.4.0 SELECTION/ELECTION PROCESS**

#### **1.4.1 Date**

Elections shall be held prior to the end of April. The Board shall inform the Minister of Education of the names of the three elected Student Trustees prior to the end of May following the election.

#### **1.4.2 Electors for Urban and Rural Trustee**

- a) All secondary school students of Limestone District School Board in regular attendance shall be eligible to be electors.
- b) The panel of electors for the urban and rural student trustees will be composed of 22 students: two students from each secondary school in Limestone District School Board, and the current Student Trustees. The Student Council Executive staff advisor is a non-voting support person.
- c) Electors will be the two highest-ranking officers of their school's student council.
- d) Electors must be 16 years of age or older.

#### **1.4.3 Electors for the Indigenous Student Trustee**

- a) All secondary (Grades 9-12) self-identified First Nations, Inuit, or Metis secondary school students of the Limestone School Board in regular attendance shall be eligible to be electors.
- b) The panel of electors for the Indigenous student trustee will be composed of members of the Indigenous Student Leadership Circle as well as any self-identified secondary student in LDSB who wishes to cast a vote. 11 students: one Indigenous student Limestone District School Board Policy 9 (Board Operations) from each secondary school in the Limestone District School Board.
- c) The Indigenous Student Support & Engagement Teacher is a non-voting support person.

### **1.5.0 ELECTION PROCEDURES**

#### **1.5.1 Selection Process**

- a) All students entering Grade 11, or 12 the following school year are eligible to run for student trustee. All candidates must be prepared to make a three to five minute speech, or prepare a three to five minute video speech, to the electors and be prepared to answer questions from the floor.

- b) On each ballot, there will be one list containing the names of all candidates. From this list, electors will choose one candidate. Any spoiled ballot will be discarded.
- c) The Student Trustee will be chosen by a simple majority of the electors. The vote will be held by secret ballot.
- d) There will be a separate election for each Student Trustee.
- e) The two Student Trustees must be from different schools.

Note: The process for the selection of the Student Trustee representative shall be reviewed on an annual basis by the Secretary of the Board or designate.

### **1.5.2 Role of Staff Advisor During Election**

The staff advisor will oversee the presentation of speeches and the discussion and voting by electors. The staff advisor cannot make suggestions to the panel of electors, influence the votes of electors, or vote. iii. Eligibility of Candidates To be eligible, a candidate must: a. be registered as a full-time Senior division (Grade 11/12) student in one of the Board's secondary schools for the upcoming year or an exceptional pupil in a special education program for whom the Board has reduced the length of the instructional program on each school day under subsection 3(3) of Regulation 298 of the Revised Regulations of Ontario, 1990 (Operation of Schools –General) made under the Act, so long as the pupil would be a full-time pupil if the program had not been reduced; Limestone District School Board Policy 9 (Board Operations) b. have obtained an overall average of at least seventy per cent in the current school year; c. have demonstrated respect for the school's code of student conduct; d. have appropriate parental permission if the student is under 18 years of age; e. have sufficiently completed the required written application at least 24 hours prior to the election.

### **1.5.3 Eligibility of Candidates**

To be eligible, a candidate must:

- a) be registered as a full-time Senior division student in one of the Board's secondary schools for the upcoming year or an exceptional pupil in a special education program for whom the Board has reduced the length of the instructional program on each school day under subsection 3(3) of Regulation 298 of the Revised Regulations of Ontario, 1990 (Operation of Schools –General) made under the Act, so long as the pupil would be a full-time pupil if the program had not been reduced;

- b) have obtained an overall average of at least seventy per cent in the current school year;
- c) have demonstrated respect for the school's code of student conduct;
- d) have appropriate parental permission if the student is under 18 years of age;
- e) have sufficiently completed the required written application at least 24 hours prior to the election.

## **1.6.0 REGULAR SCHOOL PROGRAM**

### **1.6.1 Impact of Student Trustee Role**

The holding of the position of Student Trustee should enhance the student's regular school program.

### **1.6.2 Parent/Guardian Consent**

Before assuming the position of Student Trustee, the student must consult with their parent(s), if under the age of 18, to ensure that the role will have a positive impact on their regular school program.

## **1.7.0 EXPENSES**

As stipulated in the *Education Act* Regulation 7/70 Student Trustees will be reimbursed for expenses related to the Student Trustee role. Other resources, with the exception of the Student Trustee honorarium, shall be provided to Student Trustees. Student Trustees shall have access to the same professional development opportunities as provided to other Trustees.

## **1.8.0 DISQUALIFICATION OF STUDENT TRUSTEE**

The Director of Education or designate, in consultation with the Student Trustee's principal, will bring a recommendation for disqualification to the Board during a closed session (in-camera).

Disqualification may occur for one of the following reasons:

- a) Failure to attend three consecutive Board Meetings;
- b) The Student Trustee ceases to be enrolled as a full-time student;
- c) The Student Trustee commits a serious breach of their school's code of conduct;
- d) The Student Trustee's behaviour is deemed to be incompatible with the roles and responsibilities of the position (Policy No. 9 Student Trustees).

### **1.9.0 RECOGNITION OF THE STUDENT TRUSTEES**

Upon completion of the Student Trustees' terms of office, the Student Trustees will be suitably recognized by the Board. Types of recognition include, but are not limited to, confirmation of the accumulation of community service hours and a letter of service signed by the Chair. Each of the Student Trustees shall receive an honorarium in the amount of \$2,500.00 which shall be presented to each Student Trustee at the June Board meeting prior to the end of their term of office. The amount shall be pro-rated if the Student Trustee serves less than a full term.

Revised: July 2021