



# Staff Analysis and Report to the Board

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Board Meeting/Work Session Date:

Senior Lead: Jonathan Garcia, Chief Engagement Officer

**SUBJECT:**

**Student Representative and District Student Council Policy, Policy 1.20.012**

## **I. BACKGROUND**

Portland Public Schools' Board of Education and Senior Leadership team is committed to strengthening the voice of students in decision-making processes impacting their school and educational experience. As such, the Board of Education, under the leadership of Director Brim-Edwards and student representative Nick Paesler, have been working to bring policy guidance and clarity to the role of the Student Representative and the District's Student Advisory Council. Over the last few months, these Directors, alongside PPS staff, have worked to strengthen the policy so that students from across all of our comprehensive high schools and alternative programs have a seat on the Advisory Council, which will serve as key advisors to the Student Representative on the Board of Education.

Moreover, as stated in the revised policy, the Superintendent has tasked the Chief Engagement Officer with identifying a key staff member who will provide direct support to the Council and Student Representative with tools and resources to represent and present the interest of the students of PPS to the administrative and policy making bodies of PPS.

This policy has seen multiple revisions in the last few months after we received valuable input from students, the Board and the community. The suggestions were incorporated into the policy and reviewed in the Policy and Governance Committee on May 16, 2019. At that meeting, the Committee recommended that it move forward to the full Board.

## **II. RELATED POLICIES/BEST PRACTICES**

Urban School Districts—along with many smaller school communities—typically have a student representative on the Board of Education. This is an important aspect of the decision making process for these type of bodies as their decision-making has a direct impact on the experiences of students. In addition, many of these Districts have Student Advisory Councils that serve to represent the interest of the students. It is important that for the Board of Education and the senior administration to have a equitable and diverse representative voice on any type of decision making, that we ensure all high schools in our community are represented by student perspectives. It will be the practice of the staff to galvanize the collective power of students—both on the DSC and the general student body—with having the tools, information and access to help shape decisions that impact their student experience.

## **III. ANALYSIS OF SITUATION**

**IV. FISCAL IMPACT**

As state in the Policy, the Superintendent will designate staff, in this case, the Office of Strategic Partnerships and Engagement, to budget "sufficient funds" to carry out the operations and events of the DSC. This includes but is not limited to at least one PPS Student Summit per school year. This will also include student professional development funds, operational expenses to conduct student gatherings (meetings, focus groups, etc.) and any other materials needed to be an effective advisory council for the student representative, Superintendent and the Board of Education.

**V. COMMUNITY ENGAGEMENT (IF APPLICABLE)**

*The Policy and Governance Committee of the Board of Education partnered with Nick Paesler, PPS Student Representative, and the District's Advisory Council to design and update the Board Policy.*

**VI. TIMELINE FOR IMPLEMENTATION/EVALUATION**

*(What is the timeline? How will progress be measured?)*

During the summer of 2019, the Chief Engagement Officer will identify a manager-level staff member to be the direct support and liaison to the District's Advisory Council. The first task, per policy, will be to develop a comprehensive Bylaws, a governing document that helps shape the role of the DSC for the upcoming school year. This will, of course, be in partnership with the DSC and the Student Representative.


**VII. BOARD OPTIONS WITH ANALYSIS**

The Board can accept the revisions to the policy and approve it in its final form or can propose additional modifications as it sees fit.

**VIII. STAFF RECOMMENDATION**

The staff fully recommends the support and approval of this policy. It will bring more clarity on the way in which the District's Student Advisory Council and its Student Representative operate in support of student voice in decision-making bodies.

**IX. I have reviewed this staff report and concur with the recommendation to the Board.**

  
\_\_\_\_\_  
Guadalupe Guerrero  
Superintendent  
Portland Public Schools

5/24/19  
\_\_\_\_\_  
Date



**Student Representative Duties**

~~The student representative~~

The Student Representative to the Board of Education has a variety of important roles and responsibilities, including representing the views of students on matters of concern to students; encouraging the involvement of students in educational affairs; convening student meetings to provide information and receive input about proposed actions by the Board or the District; as time allows, participating in other events attended by Board members; encouraging the involvement of students in educational affairs; and being an articulate voice to the public on matters of concern to students.

~~The student representative can learn about~~ Student Representative will be provided a complete orientation on Board governance in order to contribute to the Board's and School District's work-by-. The Student Representative will then be responsible for attending public meetings and, work sessions, and events of the Board and receiving and reviewing non-confidential materials provided to Board members.

**1) District Student Advisory Council-- (DSC).**

~~The student representative~~ Student Representative shall have an advisory committee council composed of one representative and an alternate from each district high school. This committee, including Alliance at Benson, Alliance at Meek, Pioneer, and Metropolitan Learning Center ("District High Schools"). The District Student Council representatives shall be invited/elected by the student body of the high school.

- a. It shall be the responsibility of each District High School student government to provide for the election of a district representative that will also be a position on each high school's Associated Student Body (ASB) or equivalent governing body. In the event that the District High School student government fails to promptly conduct such an election, the school administration and leadership advisor(s) shall ensure that the District High School student body has representation on the DSC. Any such student



## Student Representative Duties

The Superintendent shall appoint an individual to serve as the lead staff liaison with the DSC and the Student Representative. The Superintendent's designee shall assist the DSC and the Student Representative by providing information on school district policies, practices, and business; maintaining school representation on the DSC; meeting planning; and school and district-wide communication between the DSC and students, staff, and the Board.

The Superintendent's staff liaison shall assist the DSC in connecting with the PPS Superintendent, Board Members, district staff, and the Board office for support and information.

### **2) Student Representative Election.** ~~The student representative~~

~~(2) The Student Representative to the Board of Education, as the representative of all the district's students, shall be elected by the student body of the district in the following manner:~~

~~(a) It shall be the responsibility of each district high school student government to provide for the election of a representative from that school to the Student Representative Advisory Committee. In the event that the student government fails to promptly conduct such an election, the school administration shall ensure that the school student body has representation on the Superintendent's Student Advisory Council (SuperSAC) and a representative to the Student Representative Advisory Committee. Any such student chosen by the administration shall not be a candidate for student representative, unless such a student shall have been elected by the student body.~~

~~a. The Superintendent's Student Advisory Council, a council of students from across the district, shall then The Student Representative position shall be a student in the last year of high school.~~

~~(b)b. The District Student Council shall be convened to elect the student representative Student Representative to the Board from the high school representatives. It shall be ensured that the district's entire high school student body is appropriately and equitably represented throughout this process and for the final vote.~~



## Student Representative Duties

(g)e. \_\_\_\_\_ In the event that the Superintendent's Student Advisory Council is unable to fulfill its obligations under this policy, either due to its termination or for any other reason, the council's duties shall be executed by an assembly of representatives of the students of the various schools of the district. Such an assembly Education meetings shall be democratic and shall be composed in a manner, which ensures the adequate and equitable representation of the entire district high school student body. However, it shall be the sole responsibility of the superintendent to convene a regularly meeting Student Advisory Council elected Student Representative.



Board Policy

1.20.012-P

Student Representative and  
District Student Council Policy



## Board Policy

1.20.012-P

### Student Representative and District Student Council Policy

The Student Representative to the Board of Education has a variety of important roles and responsibilities, including representing the views of students on matters of concern to students; encouraging the involvement of students in educational affairs; convening student meetings to provide information and receive input about proposed actions by the Board or the District; as time allows, participating in other events attended by Board members; and being an articulate voice to the public on matters of concern to students.

The Student Representative will be provided a complete orientation on Board governance in order to contribute to the Board's and School District's work. The Student Representative will then be responsible for attending public meetings, work sessions, and events of the Board and receiving and reviewing non-confidential materials provided to Board members.

#### **1) District Student Council (DSC).**

The Student Representative shall have an advisory council composed of one representative and an alternate from each district high school, including Alliance at Benson, Alliance at Meek, Pioneer, and Metropolitan Learning Center ("District High Schools"). The District Student Council representatives shall be elected by the student body of the high school.

- a. It shall be the responsibility of each District High School student government to provide for the election of a district representative that will also be a position on each high school's Associated Student Body (ASB) or equivalent governing body. In the event that the District High School student government fails to promptly conduct such an election, the school administration and leadership advisor(s) shall ensure that the District High School student body has representation on the DSC. Any such student chosen by the administration is not eligible to be a candidate for Student Representative.
- b. Every effort should be made to promote and support equitable representation of the district's high school student body in voting and representation on the DSC.



## Board Policy

1.20.012-P

### Student Representative and District Student Council Policy

DSC and the Student Representative by providing information on school district policies, practices, and business; maintaining school representation on the DSC; meeting planning; and school and district-wide communication between the DSC and students, staff, and the Board.

The Superintendent's staff liaison shall assist the DSC in connecting with the PPS Superintendent, Board Members, district staff, and the Board office for support and information.

#### **2) Student Representative Election.**

The Student Representative to the Board of Education, as the representative of all the district's students, shall be elected by the student body of the district in the following manner:

- a. The Student Representative position shall be a student in the last year of high school.
- b. The District Student Council shall be convened to elect the Student Representative to the Board from the high school representatives.
- c. The power to elect the Student Representative shall be solely vested in the District Student Council; a plurality of votes cast is required to declare a Student Representative-elect. The DSC shall also have the authority to remove the Student Representative from office. Two-thirds (2/3) majority vote of members of the DSC shall be required for removal.
- d. The election of a Student Representative-elect shall occur at least three months prior to June 30. This will allow the incumbent Student Representative to provide opportunities for the successor to become familiar with the responsibilities of the position.
- e. The Student Representative shall select a high school representative on the DSC as a deputy to aid and advise the Student Representative and attend meetings and events if the Student Representative cannot be