

## Policy Statement

It is the policy of the Keewatin-Patricia District School Board (KPDSB) that pupil representation on the Board is an essential component of trusteeship. Pupil representation enables the interests of the student body to be clearly reflected in the decision making of the KPDSB. In the KPDSB the pupil representative shall be called “student trustee”.

## Rationale

Pupil representatives increase communication between the KPDSB Trustees and students as well as provide the viewpoints and perspectives that students have in regard to the impact of KPDSB decisions on their education and school life.

A pupil representative(s), under subsection 55 (3) of the Education Act, is entitled to require that a matter before the KPDSB or one of its committees on which the student trustee sits be put to a recorded vote, and in that case there shall be,

- a) a recorded non-binding vote that includes the student trustee’s vote; and
- b) a recorded binding vote that does not include the student trustee’s vote.2006, c.10, s.6 of the Education Act.

A pupil representative(s), under subsection the Education Act 55 (5) is not entitled to be present at a meeting that is closed to the public under clause 207 (2) (b).2006, c.10, s.6 of the Education Act.

- a) the disclosure of intimate, personal or financial information in respect of a member of the KPDSB or committee, an employee or prospective employee of the KPDSB or a pupil or their parent or guardian

## Guidelines

### 1. Qualifications for Student Trustees

- 1.1 At the time of assuming office on August 1, a student trustees must be in or entering the senior division,
- 1.2 The student trustees must be attending public KPDSB operated secondary day school program full time during the term of office, or



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1.3 an exceptional pupil in a special education program for whom the KPDSB has reduced the length of the instructional program on each school day, so long as the pupil would be a full-time pupil if the program had not been reduced.

2. Role & Responsibilities

2.1 The student trustees shall participate in accordance with the policies, by-laws and Rules of Order of the KPDSB.

2.2 The student trustees will act in concert with other elected trustees to examine and discuss issues leading to a vote at the regular meetings of the KPDSB. However, the student trustees is not a member of the KPDSB and is not entitled to exercise a binding vote on any matter before the KPDSB or any of its committees, Education Act 2006, c.10, s.6. The student trustees is not entitled to move a motion, but is entitled to suggest a motion on any matter at a meeting of the KPDSB or one of its committees on which the student trustee sits, and if no member of the KPDSB or committee, as the case may be, moves the suggested motion, the record shall show the suggested motion, Education Act 2006, c.10, s.6.

2.3 The student trustees may be a participating member, with a non-binding vote, of any of the KPDSB standing committees, as appointed by the Chair.

2.4 The student trustees, in an effort to support their role and in understanding the responsibilities of the KPDSB, shall be mentored by a designated trustee, at the request of the Chair of the Board.

2.5 The student trustees must treat issues within limits of confidentiality and with discretion.

2.6 The student trustees shall act on behalf of the KPDSB only where authority has been specifically delegated by the Chair of the Board.

2.7 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.

2.8 The student trustees must make a reasonable effort to represent the interests of students across the KPDSB.

Cross Reference  
Education Act, R.S.O. 1990, c .E.2.  
Policy 401, School-Student Activities Outside the Classroom.  
Policy 202, Electronic Meetings

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- 2.9 The student trustees shall conduct an electronic meeting with all student councils before October 31<sup>st</sup>, and then hold monthly meetings. The student trustee's report to the KPDSB shall summarize these meetings.
- 2.10 As ambassadors of the KPDSB, student trustees will exhibit exemplary behavior towards their fellow trustees and the public. The student trustees will conduct themselves, at times when representing the KPDSB, in a manner that brings respect to their position.
- 2.11 The guidelines outlined in Policy 401, School-Student Activities Outside the Classroom, apply in principle to the student trustee.
- 2.12 The student trustees may access meetings electronically as per KPDSB Policy 202.

3. Procedural Guidelines for Election of Student Trustees

3.1 Term of Office

- a) The term of office shall be for one year commencing August 1 and ending July 31.

3.2 Election of Student Trustees

- a) Two student trustees shall be elected, which shall include one Indigenous student trustee who voluntarily self-identifies as First Nation, Métis or Inuit.
- b) The Principal will be responsible for working with the student council and/or the student council representing Indigenous pupils to fill the vacancies for student trustees.
- c) The vacancy for student trustees shall be filled by an election held by the student body of the secondary school designated by a rotational schedule.

- d) One student trustee shall be elected by each of the designated secondary schools for that school year. The rotation of schools shall be
- i. Sioux North High School, (2019-2020)
  - ii. Beaver Brae Secondary School,
  - iii. Red Lake District High School,
  - iv. Dryden High School,
  - v. Ignace High School, and
  - vi. Crolancia High School.

The two student trustees shall not come from the same school at the same time. For the new First Nation, Métis and Inuit student trustee the rotation will begin in Dryden in the 2020-2021 school year and the rotation of schools shall be:

- i. Dryden High School,
  - ii. Ignace High School,
  - iii. Crolancia High School,
  - iv. Sioux North High School,
  - v. Beaver Brae Secondary School, and
  - vi. Red Lake District High School.
- e) If the designated secondary school is unable to fill the vacancy for their turn on the schedule, and in the professional opinion of the Principal is determined that an acceptable candidate based on the approved criteria is not appropriate, the school may have an additional opportunity to select a student trustee the following year, (only).
- f) The election process will be determined and conducted by the designated secondary school prior to March 1.
- g) Prior to March 1, the Principal shall notify the Director of Education of the name of the student trustee.
- h) At the first KPDSB meeting in March the KPDSB shall appoint the student trustees. This will permit the student trustees to participate in orientation activities with the acting student trustee.

3.3 Vacancy During School Year

- a) If for some reason the elected student trustees cannot complete the term of office, the Principal, working with the Student Council shall determine if the seat should be filled by another election or by appointment.
- b) Subject to 3.3 a) above, the new student trustee's names shall be determined and forwarded to the Director of Education within 15 days of the vacancy occurring.

4. Expenses

- a) The student trustees will be reimbursed for all out of pocket expenses reasonably incurred in connection with carrying out the role and responsibilities of a student trustee in accordance with KPDSB policy and procedures applicable to other trustees of the KPDSB.
- b) The student trustee who is appointed for the coming school year may attend the June OPSBA annual meeting prior to commencing their term.
- c) The student trustees will be eligible to attend OPSBA events upon approval of the KPDSB pending fulfillment of their duties under roles and responsibilities as per this policy.

5. Disqualification of Pupil Representative

The student trustees shall be disqualified to fill the student trustee seat in the following ways:

- a) does not continue to hold the qualifications under Section 1.1, 1.2 and 1.3, or
- b) is convicted of an indictable offence;
- d) absents themselves without being authorized by resolution entered in the minutes, from three consecutive regular KPDSB meetings of the KPDSB without making a request for absences to the Director of Education 24 hours prior to the meeting of the KPDSB;



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- e) breaches confidentiality;
- f) breaches the KPDSB Code of Conduct;
- d) ceases to hold qualifications to act as a member of the KPDSB; and
- e) is the decision of the majority of the KPDSB Trustees

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