

<b>UTAH STATE BOARD OF EDUCATION POLICY</b>
Policy Number: 5008
Policy Name: Utah State Board of Education Student Advisory Council
Date Approved:

By this policy, the Utah State Board of Education (Board) establishes the Student Advisory Council (SAC):

**I. Purpose and Background:**

The purpose of SAC is to:

- (1) Meet with the Board as Statewide representatives of students to provide student suggestions, reactions, insights, and opinions concerning the Board's policies, initiatives, and efforts regarding relevant educational issues; and
- (2) Provide the Board with information and data regarding issues relevant to students on a Statewide level that may require Board consideration or action.
- (3) Provide the feedback as requested by the Board.

**II. Duties:**

In support of its purposes, SAC may:

- (1) Review and discuss the proper role of government.
- (2) Review and discuss relevant statutory provisions as requested by the Board.
- (3) Review work of relevant taskforces as assigned.
- (4) Provide valuable insights by advising the Board on:
  - (a) technology needs;
  - (b) college and career-readiness;
  - (c) dropout rate;
  - (d) student leadership;
  - (e) graduation requirements;
  - (f) testing;
  - (g) school climate;
  - (h) at risk behaviors including suicide;
  - (i) career and technical education;
  - (j) other areas as voted upon by SAC; and
  - (k) other areas as assigned by the Board.
- (5) Advise the Board in real-time on the student perspectives regarding Board actions.
- (6) Suggest possible areas for future legislation with consent and approval of the Board.

(7) Perform other specific tasks as may be identified by the Board; and Create taskforces with Board approval.

### **III. Meetings:**

SAC shall meet at least every other month and may meet electronically. SAC shall conduct council business under Roberts Rules of Order.

(1) During a scheduled meeting SAC may:

- (a) review the published agenda for the Board's meeting, identify relevant issues and provide feedback to the Board on those issues;
- (b) discuss feedback received from fellow students on Board agenda items;
- (c) make written recommendations and provide feedback to:
  - i. Board committees on matters coming before those committees; and
  - ii. Board leadership on matters scheduled to come before the full Board; and
- (d) make written recommendations to Board leadership on other issues of importance as deemed by the SAC to merit consideration by the Board.

(2) SAC meetings shall be facilitated and organized by Board staff.

(3) SAC meetings are not subject to the Open and Public Meetings Act.

(4) SAC meetings will be held at the Utah State Board of Education Offices at least twice in a school year.

### **IV. Staff:**

An Advisor to the SAC shall be appointed by the Superintendent from the Board staff. The Advisor or the Advisor's designee(s) shall:

- (1) Provide clerical support to facilitate meeting logistics, prepare meeting agendas and summaries, and assist with required written communication to the Board;
- (2) Send a copy of each SAC agenda to the Board at least three days before the SAC meeting;
- (3) Prepare a summary of each SAC meeting and send the summary, with any SAC recommendations, to the Board by e-mail;
- (4) Coordinate meeting logistics with SAC members;
- (5) Prepare additional reports to Board leadership and committee chairs as requested; and

- (6) Invite other stakeholders and additional USBE staff to participate in SAC meetings as needed.

**V. Committee Membership:**

SAC shall be comprised of the following members:

- (1) Voting members:

- (a) 15 total student members as follows:

- i. Membership shall be split between Grades 11 and 12 with members being at least 16 years old by Sept. 1<sup>st</sup> of the application year. In the first year there will be 8 Grade 11 members and 7 Grade 12 members.
- ii. Each year the Board shall appoint the same number of new Grade 11 members as there were Grade 12 members from the previous year. The previous Grade 11 members will become the current year's Grade 12 members.
- iii. Any vacancies created by resignations of voting members shall be filled by the Board from any remaining applicants that were not chosen during the ordinary application cycle and must be in the same Grade level as the vacating SAC member.
- iv. If there are no remaining applicants or none choose to accept an invitation to join, the Board member(s) whose district(s) will lack representation on the SAC will be asked to recommend an eligible candidate.
- v. If no recommendations can be made or if no recommended student accepts an invitation to join, the Board may seek an eligible student from the statewide student population.

- (2) Non-voting members:

- (b) two members of the Board appointed by the Board Chair

- (3) SAC members shall be appointed for a two-year term. Committee member terms of service shall run two state fiscal years beginning on July 1 of the year of application submission and ending on June 30 two years after application submission except as provided for below:

- (a) The 2018 SAC will have terms that begin November 9<sup>th</sup> with 8, Grade 11 members serving through June 30, 2020 and 7, Grade 12 members serving through June 30, 2019.

**VI. Appointment of SAC Membership:**

- (1) Interested individuals may apply to the board via an application prepared and distributed by the Board's staff. SAC voting members shall be selected from the applications and appointed by the Board;
- (2) Every applicant will be considered by the Board.
- (3) The Advisor may form a selection committee to review applications submitted by individuals interested in serving on SAC.
  - (a) If formed, all applications will be forwarded to the Board with recommendations amongst the full set of applications being highlighted by the selection committee.
- (4) To ensure a wide range of student experiences and views are represented by the SAC, the Board shall consider diversity in SAC applicant selection including:
  - (a) Geographic diversity, with a member from each of the 15 State School Board Districts when possible;
  - (b) Academic achievement diversity including students with average or below average grade point averages;
  - (c) Educational and pedagogical models including charter, online and traditional school experiences;
  - (d) Extracurricular involvement; and
  - (e) Exposure to educational barriers including socioeconomic barriers and disabilities.

#### **VII. Council Leadership:**

- (1) SAC meetings shall be facilitated by the Advisor-leveraging the Board's staff for technical assistance when needed. At the first meeting of the school year, the SAC shall elect a Chair from among its membership and a Vice Chair to serve as the Chair when the Chair is unable.
- (2) The Chair shall:
  - (a) Serve as the SAC Liaison to the Board;
  - (b) Preside over SAC meetings;
  - (c) Coordinate with the Advisor on all needs for the SAC meetings including appropriate trainings, tutorials, and overall agenda items;
  - (d) Delegate relevant assignments among SAC membership; and
  - (e) Coordinate with the non-voting members of the SAC and the Advisor on appropriate action items and other tasks as requested and assigned by the Board.

#### **VIII. Funding and Reimbursement:**

- (1) SAC funding shall be made from the Board's general operating budget.
- (2) Per Board Policy 2001 Section 10, reimbursement for travel and travel related expenses will be made pursuant to Utah Administrative Code R25-7-1 through R25-7-10.
- (3) Reimbursements are only made to SAC members and will not be made for any accompanying guardian of a SAC member.