BULLETIN

PRINCE GEORGE'S COUNTY PUBLIC SCHOOLS

S-65-09
Originator's Serial No.
April 30, 2009
Date
Superintendent
Originating Office

Retain
Cancellation Date

TO: All Schools, Centers and Offices

FROM: Superintendent of Schools

SUBJECT: Procedures and Guidelines Governing the Student Member of the Prince George's County Board of Education

I. **PURPOSE:** To update and clarify student board member's activities and actions relative to work of the Prince George's County Board of Education.

II. **INFORMATION:**

1. The student member of the Board should attend a minimum of 75% of all regularly scheduled Board meetings.
2. The student member of the Board may attend other meetings, community forums and other Board events at the discretion of his/her parents/guardians, the PGRASG Regional Advisor and the Board Chair. School performance and attendance take precedence over all meetings.
3. The student member of the Board may attend the Maryland Association of Boards of Education state conference with permission from his/her parents/guardians but may not miss more than one (1) day of school for conference participation.
4. The student member of the Board may attend other state or national conferences at the discretion of the Board Chair and with the permission of his/her parents/guardian but may not miss more than two (2) consecutive days of school for conference participation.
5. The student member of the Board is not expected to attend press conferences, forums and other events that occur during a school day – except with the permission of his/her parents/guardians and the Board Chair.
6. The student member of the Board may not attend Executive Sessions that relate to hearings on Appeals of Special Education placements, hearings related to suspension or dismissal of teachers, principals, and other professional personnel, or collective bargaining, unless invited to attend by an affirmative vote of a majority of the Board.
7. The student member of the Board is not expected to remain at evening Board meetings that extend beyond 10 p.m. or attend Board meetings/events that conflict with testing or other school related activities that require the student member's participation.
8. Attendance at any overnight and/or out of state conference/meeting will require the express written permission of the student member's parents/guardians as well as supervision by an adult chaperone approved by the student member's parents/guardians and the Board Chair.

Travel

- The student member may be reimbursed for mileage to attend required Board meetings/events at the approved rate per mile.

Communication

- The student member is prohibited from responding (in his/her capacity as a Board member) to media, press and other agency inquiries regarding Board business, without the permission of the Board Chair.
- The student member should forward all inquiries regarding school or Board business to the Board Office for a response and notify the Regional Advisor about the inquiry.
- The student member should not conduct Board business from his/her office, school or home after 10 p.m.

Initiating Policies and Procedures

- The student member shall discuss his/her intention to initiate new policy or policy changes with the PGRASG Regional Advisor, and then the Board Chair.
- Policies initiated by the student member should move forward with the consensus and approval of the Prince George's Regional Association of Student Governments.

Attendance and Academics

- The student member shall receive a quarterly and interim grade for his/her role as student member.
- The student member shall be allowed to make up any work that he/she misses due to participation in Board events, meetings or other Board business.
- The student member is considered "present in school," when out of school on Board business.
- Any absence from school for Board business must be approved by the student member's parents/guardians, PGRASG Regional Advisor and the Board Chair.
- The PGRASG Regional Advisor will notify the student member's school administration and teachers of the student member's absence from school for approved Board business.
- The student member shall be provided with a student member of the Board planning period, an office, phone, computer and other hand-held device to conduct Board business.

III. **FILING INSTRUCTIONS**: Retain

William R. Hite
Interim Superintendent of Schools

Distribution: Lists 1, 2, 3, 4, 5, 6, 9, 10, and 11