POLICY:	CATHOLIC STUDENT TRUSTEES	#	103
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POLICY

1.1 The Board shall develop and implement a policy providing for matters relating to Catholic student trustees and to the payment of honoraria for Catholic student trustees. (O. Reg. 7/07, s. 2 (1).)

1.2 The policy shall be in accordance with this Regulation and with any policies and guidelines established by the Minister under paragraph 3.5 of subsection 8 (1) of the Act. (O. Reg. 7/07, s. 2 (2).).

1.3 The Board shall have at least two but not more than three Catholic student trustees. (O. Reg. 7/07, s. 3; O. Reg. 354/18, s. 1.).

1.4 The Thunder Bay Catholic District School Board acknowledges the importance of providing students with a formal mechanism to communicate with the Board; provide trustees with input on matters that directly affect the Catholic education of students; and enable students to take an active role in their own Catholic secondary school education.

GUIDELINES

2. General

2.1. Two student trustees shall be known as a "Catholic–Student Trustee" and one student trustee shall be known as a "Indigenous Catholic Student Trustee".

2.2 Catholic Student Trustees shall participate in the Open Session only of regular Board and Committee meetings.

2.3 Catholic Student Trustees do not have voting rights as per the Education Act.

2.4 An annual honorarium of $2500, as set in Ontario Regulation 7/07, will be provided to each Student Trustee who serves a full year, at the conclusion of their term of office. For any student trustee who serves less than a full year, the honorarium will be prorated.

2.5 Once elected, the Catholic Student Trustee automatically becomes a member of the Ontario Student Trustees' Association-l'Association des élèves conseillers et conseillères de l'Ontario (OSTA-AECO).

2.6 Catholic Student Trustees are eligible to participate in up to two student trustee conferences per year following the requirements of Board Policy 317: Expenditure Reimbursement - Trustees.

3. Responsibilities

3.1 Catholic Student Trustees shall act in accordance with the By-laws of the Thunder Bay Catholic District School Board including but not limited to the School Code of Conduct.

3.2 They shall follow the normal process for dealing with complaints, questions or suggestions regarding a school or service as outlined in the Board Procedural By-laws.

3.3 They shall act on behalf of the Board only where authority has been specifically delegated by the Board through its Chairperson.

3.4 In representing the interests of students at the Board table, Catholic Student Trustees will obtain a broad view of the student input, opinion and concerns.

3.5 Catholic Student Trustees shall contribute to the Board meetings on a regular basis, providing updates on school events and activities and/or reports on student trustee conferences.

3.6 May and June of each year will be designated as the transition months for Catholic Student Trustees. Newly-elected Catholic Student Trustees will attend at least two Board meetings and work cooperatively and collegially with the incumbent Catholic Student Trustees in order to familiarize themselves with the role. Similarly, the incumbent Catholic Student Trustees shall work cooperatively and collegially with the newly-elected Catholic Student Trustees in order to mentor and support them in their new role.

4. Qualifications

A person is qualified to act as a Student Catholic Trustee if, on the first day of school after the term of office begins, they are a student enrolled in the senior division at St. Patrick or St. Ignatius High School and are:

a) a full-time pupil (“full-time pupil “ has the same meaning as in the most recent regulations made under the section 234 of the Act. O Reg. 7/07, s. 5 (4);) or

b) 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 (Operations 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. O. Reg. 42/11, s. 1; O. Reg. 354/18, s. 3.

c) A person is not qualified to be elected or to act as a Catholic Student Trustee if he or she is serving a sentence of imprisonment in a penal or correctional institution.

d) Resides in a household designated as an English – Separate School supporter/elector.

e) a full time student enrolled in the senior division at St. Patrick or St. Ignatius High School.

f) Listed on the Voluntary Indigenous Self-Identification list as per policy 722 - "Indigenous as used in this policy comes from the definition from Indigenous and Northern Affairs Canada, and is defined, as 'Indigenous peoples' is a collective name for the original peoples of North America and their descendants. Often, 'Aboriginal peoples' is also used, which follows the definition of the Constitution Act, 1982, Section 35(2): "Aboriginal peoples include First Nation Peoples, Inuit and Métis".

5. Election Process

Catholic Student trustees shall be elected directly, by students of the board.

The election for student trustee positions for a one-year term of office shall be held not later than the last day of February in each year. (O. Reg. 354/18, s. 2.).

5.1 One Catholic Student Trustee will be elected at each of St. Patrick and St. Ignatius High Schools. One Indigenous Catholic Student Trustee will be elected by the student population of both Secondary Schools who are listed on the Voluntary Indigenous Self-Identification list. The elections will take place no later than the last day in February in each year.

5.2 In January of each year, the current Catholic Student Trustees will work with the high school Principals to advertise and promote the position of Catholic Student Trustee and the upcoming election.

5.3 Each student interested in running for the trustee position will complete a Statement of Interest Form (Appendix A) and submit it to the Principal.

5.4 The Principal will review the Statement of Interest Form and sign it to indicate that the submission is complete and that the student qualifies to stand for election.

5.5 Statement of Interest Forms from all qualifying candidates will be kept on file at the school until June of the subsequent school year, which signals the end of the term of office.

5.6 Grade 11 students will vote, by ballot, for the Catholic Student Trustee. Voting may be done electronically. A team composed of the Principal and one school secretary will supervise the voting process and will collect and count the ballots.

5.7 The Principal shall announce the results by declaring the name of the student who has received a majority of the votes cast, but shall not declare the count. All ballots shall be destroyed after the election is complete and the results have been declared.

5.8 In the case of a tied vote, the candidates shall draw lots to fill the position of Catholic Student Trustee. Ballots shall be prepared, in a number equal to the number of candidates tied for office, with one ballot stating Catholic Student Trustee and the remaining ballots blank. Each of the candidates tied for office shall draw a ballot, and the winner shall be the person who draws the ballot that states Catholic Student Trustee.

5.9 Where there is only one student running, that student shall be acclaimed as Catholic Student Trustee, eliminating the requirements stated in 5.6 through 5.9 above.

5.10 The Principal of each secondary school shall forward to the Chairperson of the Board the name of the student elected as Catholic Student Trustee not later than April 20th of any given year.

5.11 The Board of Trustees of the Thunder Bay Catholic District School Board shall, by formal motion, confirm the names of the two Catholic Student Trustees and the Catholic indigenous School Trustee at the first Board meeting in May.

6. **Term of Office**

6.1 The term of office will be for one year commencing August 1 of the year in which the Catholic Student Trustee is elected and ending July 31 of the following year.

6.2 In preparation for the term of office, the newly-elected Catholic Student Trustees will attend at least two Board meetings in May and June as observers, alongside the incumbent Catholic Student Trustees.

6.3 The Catholic Student Trustees first 'official' Board meeting is the first Board meeting in September.

7. **Disqualification**

A person who ceases to be qualified to act as a Catholic Student Trustees shall resign from the position.

8. **Filling of Vacancy**

8.1 If the Board determines that a vacancy shall be filled, it shall be filled by a by-election. (O. Reg. 7/07, s. 7.).

8.2 The Board is to provide names to the Ministry.

8.3 The board shall provide the Ministry with the names of the student trustees elected, no later than 30 days after the date of the election or by-election. (O. Reg. 7/07, s. 10.).