

Student Advisory Committee Terms of Reference

Purpose

The purpose of the SJASD Student Advisory Committee is to bridge the gap between students and the school division's leadership, facilitating a direct line of communication between students and the Superintendent/CEO, as well as the Board of Trustees. The SJASD Student Advisory Committee aims to elevate student voices, allowing them to share their thoughts, concerns, and ideas directly with the division's decision-makers. This interaction is crucial in ensuring that the educational environment continuously improves and meets the diverse needs of all students.

Composition

The SJASD student advisory committee will comprise two student representatives from each high school within the School Division. These representatives will be selected based on their leadership qualities, willingness to advocate for their peers, and commitment to improving their school community.

Each Senior Years school will select 2 students between grades 10-12, and an addition of 2 students from College Sturgeon Heights Collegiate will be selected to represent the French Immersion program.

Administrators: Please select 2 students from your school whom you feel would be interested in this experience. After consultation with the student and the parent/caregiver, please complete the nomination form and forward to the Superintendent's department. Once all names are forwarded, we will provide a formal welcome and invitation to each student for the first meeting of the year.

Please note:

The term for a student committee member may not exceed a 1-year period. A staff champion will need to be named by each school as a support to the students representing your school. The staff champion can be a teacher or administrator who is typically connected to student voice initiatives in the school. The staff champion may have communication from the Superintendent regarding the meetings, and any actions that are required from students at the school (e.g.: Supporting the student to gather student voice around a topic or issue).

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Roles and Responsibilities**Student Representatives:**

- Serve as the liaison between their peers and the school division's leadership.
- Gather and present issues, ideas, and feedback from their fellow students at the scheduled meetings.
- Report back to their peers on the discussions and decisions made during these meetings.
- Actively participate in all meetings and related activities.

Superintendent/ Assistant Superintendent:

- Facilitate Student Advisory Committee meetings and ensure an open line of communication.
- Consider and respond to the feedback and suggestions provided by the student representatives.

Board of Trustees:

- Attend designated Student Advisory Committee meetings to hear directly from student representatives.
- Provide feedback and insights on the issues and suggestions raised by the student

Meeting Schedule

The Student Advisory Committee will meet a total of four times each academic year:

Superintendent:

- Fall Term Meeting
- Spring Term Meeting
- Possible onsite meeting with students at the school

Board of Trustees:

- Spring Term Meeting

These meetings will be held during the school day at either the Board Office, or a school site. Meetings may require a staff champion from each school to facilitate transportation. The staff champion will attend the first meeting of the year as scheduled.

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Focus Areas

The Student Advisory Committee will focus on the following areas to ensure continuous improvement and support for all schools:

- **Equity:** Advocate for equitable access to resources and opportunities for all students.
- **Student Well-being:** Address concerns related to student mental health, safety, and overall well-being.
- **Educational Experience:** Provide feedback on academic programs, extracurricular activities, and other aspects of student life.
- **Leadership Development:** Empower students to develop their leadership, advocacy, and collaboration skills.

The meetings will be structured around the following three questions:

- *What is going well?*
- *What is an area we can address for improvement?*
- *What are some new ideas to support students?*

Expected Outcomes

Through the Student Advisory Committee, student representatives will:

- Provide a forum for the exchange of ideas and concerns related to the enhancement of school programs.
- Offer valuable insights that can help shape the policies and initiatives of the school division.
- Develop leadership capacities among students, including those new to leadership roles.
- Ensure that students have a voice in matters that affect them, contributing to a more inclusive and responsive educational environment.

Commitment

Members of the Student Advisory Committee are expected to:

- Attend all scheduled meetings.
- Prepare thoroughly for each meeting by collecting input from their peers.
- Actively engage in discussions and provide constructive feedback.
- Uphold the principles of respect, equity, and inclusivity in all interactions.

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