Northeastern Catholic District School Board

STUDENT TRUSTEES

Administrative Procedure Number: APT015

POLICY STATEMENT

The Northeastern Catholic District School Board (NCDSB) values the importance of student voice in Catholic education governance. The NCDSB is committed to providing meaningful opportunities for students to contribute to Board deliberations through the role of Student Trustee.

REFERENCES

Education Act
Ontario Regulation 7/07
Municipal Conflict of Interest Act

DEFINITIONS

Student Trustee
A student elected or appointed in accordance with Ontario Regulation 7/07 to serve as a non-voting members of the Board of Trustees and to represent student perspectives in Board deliberations.

PROCEDURES

1.0 Elections and Term of Office

1.1 The positions of Student Trustees shall be held by qualified students of O'Gorman High School.

1.2 The timelines for elections, the number of Student Trustees, and the term of office shall be in accordance with Ontario Regulation 7/07.

1.3 In the event that a Student Trustee is not determined directly by the students of the school, the Principal will appoint a Student Trustee in accordance with the qualification requirements.

1.4 The name of a Student Trustee will be provided to the Chief Executive Officer within 30 days following the election or appointment.

1.5 The term of office of a Student Trustee may be one year or two years and starts on August 1 of the year in which the student trustee is elected.

1.6 If the Board has two or more Student Trustees with terms of two years, the Board shall endeavour to stagger the terms where possible.

1.7 To provide additional continuity and orientation each Student Trustee elect shall, if possible, attend the June Board meeting as an observer.

2.0 Qualifications

2.1 A student is qualified to serve as Student Trustee if they are:

a) a Canadian citizen;

b) a full-time student in the senior division (grade 11 and 12).

3.0 Attendance and Participation

3.1 The Student Trustees will participate in the public meetings of the Board.

3.2 The Student Trustees are not to be present at a meeting that is closed to the public under clause 207 (2) (b) of the *Education Act*.

3.3 The Student Trustees may participate in meetings of the Board in person, via teleconference, videoconference, or other electronic means.

3.4 The Student Trustees shall resign from the position if three consecutive meetings are missed without authorization.

3.5 The Student Trustees shall be non-voting members and act in concert with other elected Trustees to examine and discuss issues leading to a vote at regular public meetings of the Board.

3.6 The Student Trustees shall follow the normal process of dealing with complaints, questions or suggestions regarding a school or service by advising the Chief Executive Officer.

3.7 The Student Trustees are not entitled to move a motion but are entitled to suggest a motion on any matter at a meeting of the Board or of one of its committees on which a Student Trustee sits.

4.0 Responsibilities

4.1 The Student Trustees shall act in accordance with the By-laws and Rules of Order of the Board.

4.2 The Student Trustees shall act on behalf of the Board only where authority has been specifically delegated by the Board.

4.3 The Student Trustees shall endeavor to obtain a broad view for students' input to be presented to the Board.

5.0 Filling a Vacancy

5.1 The process to fill a vacancy will be completed via by-election in accordance with the election process.

6.0 Conflict of Interest

6.1 The Student Trustees must declare a conflict and excuse themselves from discussion that would lead to a conflict of interest. The conflict will be recorded.

7.0 Honorarium

7.1 The amount of the honorarium is $2,500 for each complete year that the student holds office.

7.2 If a student hold office for a portion of a year, $2,500 prorated according to the portion of the year the student holds office.

8.0 Resources and Training

8.1 The Student Trustees shall be reimbursed for out-of-pocket expenses in connection with carrying out the responsibility as a Student Trustee in accordance with the Board policy for Trustees.

8.2 The Board of Trustees, via the Chief Executive Officer, shall provide an orientation session and ongoing support as needed throughout the term in office.

8.3 Professional development opportunities will be afforded to the Student Trustees as provided to other Trustees.

Chief Executive Officer: *Tricia Stefanic Weltz*
Date: June 2026