

Agenda Item:	III C: Information/Discussion Item
Date:	May 9, 2024
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“MPS”) Board of Directors (the “Board”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead(s):	Jason Hernandez, Director of Student Services
RE:	2024-25 Student Board Member Update

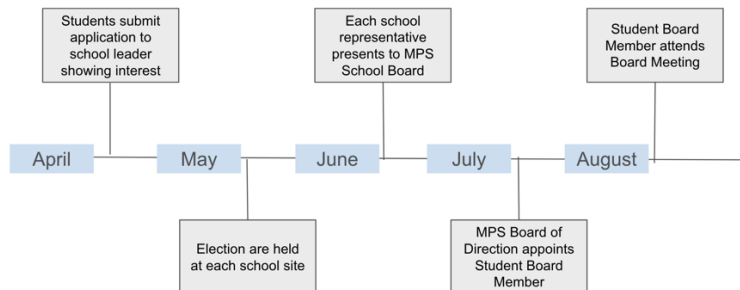
**Purpose:**

To inform the Magnolia Public Schools (MPS) Board about the progress in electing the next student board member.

**Background:**

According to California state law, schools with high schools must appoint at least one student board member. This requirement ensures that students have representation on the school board, creating a formal mechanism for student voices to be part of the decision-making process. Student board members have preferential voting rights, allowing them to share their opinions on matters before the board's official vote. Although their votes do not influence the final outcomes, they are recorded in the meeting minutes, ensuring that their perspectives are recognized.

A timeline has been established to detail the key events and dates for the MPS Student Board Membership program. This timeline is designed to guide school-site leaders in managing site-based elections and coordinating the MPS Board's process for appointing student board members.



**Exhibits:**

1. MPS Timeline for Student Board Membership
2. MPS Student Board Member Application for 2024-25
3. MPS Request for Student Board Member



## Timeline - MPS Student Board Membership

The purpose of the job aid is to provide school-site leaders with guidance for communicating information to the educational partners, conducting site-based elections, and identifying key timeline dates to appoint the student to the MPS Board effectively.

### TIMELINE

- April 11, 2024: MPS Home Office will send out the first message about the Student Board Membership, along with the application and instructions for submission.
- April 11-12: MPS School-site Principal names the Point of Contact for the process
- April 11-19: MPS participating school sites will send at least 3 messages for the position.
- April 26: Deadline for students to submit applications for the position at the school site.
- April 29 to May 7: MPS participating school sites will provide a platform for students' voices by participating in at least 1 school event to communicate with the student body, such as a debate.
- May 6-10: For 1 week, all participating school sites will hold elections.
- May 22 - Potential Candidates met with Home Office personnel
- June 13: Each school representative will be allotted 5 minutes to present to the MPS Board of Directors. The presentation should include sharing qualifications for the position.
  - June 13-28 Principal feedback on best candidate
- July 11, 2024: The MPS Board of Directors will vote to appoint the Student Board Member.
- August 2024: The Student Board Members will attend their first regular board meeting.

### RESOURCES

- [W Student Board Member Application for 2024-25.docx](#)
- [Request for MPS Student Board Member Informational Letter](#)
- [Message on Invitation to Apply for Student School Board Representative](#) - revision needed

### Point of Contact for School-sites

- Magnolia Science Academy #1 Jason Mertell
- Magnolia Science Academy #2 vshohmelian@magnoliapublicschools.org ,
- Magnolia Science Academy #3 Keith Wright
- Magnolia Science Academy #4 Elizabeth Rizzuto
- Magnolia Science Academy #5 - [Natalie Dady](#)
- Magnolia Science Academy Santa Ana Curtiss Philipsen



## **Magnolia Public Schools** Student Board (pupil member) Member Application

### **Information about the Student Board Member Position**

**Eligibility:** Ninth through Twelfth-grade students enrolled in a high school in Magnolia Public Schools for the 2024-25 school year may apply for the Student Board Member position during the term in which the student is enrolled.

**Term of Office:** The term begins on July 1 of the enrolled school year and ends on June 30 of the enrolled school year. There is a one-year term limit.

**Time Requirement:** The Student Board Member is expected to dedicate at least one evening a month to attend Regular Board meetings, usually held on the second Thursday of the month, starting between 6:00 p.m. – 6:30 p.m. Board Meetings may last 3-4 hours. Regular Board Meeting Calendar can be found at the end of the application and on the Magnolia Public Schools website. Student Board Members are encouraged to attend Special Board Meetings and/or off-cycle Regular Board meetings, not on the second Thursday of the month. In addition, sufficient time is needed before the meeting to study the agenda materials and prepare a brief update of school activities to share at the meeting and, as needed, time to attend selected committee meetings, events, or workshops.

**Volunteer Position:** The Student Board Member position is a volunteer position. Magnolia Public Schools Home Office will pay reasonable travel expenses for board-related travel upon approval of the Board Chair upon request. A laptop computer—subject to the MPS Acceptable Use of Technology Agreement—will be loaned to the Student Board Member for Board-related use during the Student Board Member’s term.

**Location of Meetings:** Refer to the Board Meeting Calendar.

### **Selection, Criteria, and Appointment of the Student Board Member**

**Initial Screening:** The selection criteria for the screening of applications includes:

- GPA: Minimum Cumulative GPA of 3.0 (weighted) by the end of the semester before application
- Good Behavioral Standing from the time of enrollment - Following the Student Conduct & Discipline as described in the MPS Student-Parent Handbook, which includes attendance policy (95% or higher), disciplinary rules and procedures (No Suspensions or Pending Suspensions; Open Discipline Incidents)
- Parent approval on the application form
- Completed responses to the application
- Recommendation from the administrator, counselor, or teacher [using the form here](#)
  - Insert QR Code

Completed applications will be returned to your Principal's Office as communicated in the application packet. Each Magnolia Public Schools (High School) conducts an election process and nominates a candidate, whose information will be sent to the MPS Executive Assistant and Board Secretary.

### **School Elections:**

Student voting will take place between May 6-10, 2024. One candidate from each school with the highest votes will represent that high school and move forward to the following process.

**Board Presentation:** During the MPS Regular Session of the Board of Directors in June 13, 2024, candidates from each school will be allotted five (5) minutes to give a presentation to the board to explain why they would like to serve as the Student Board Member to share their qualifications for this position.

**Final Selection:** At the July 11, 2024, Regular Board Meeting, the Board will vote to appoint the Student Board Member for a term beginning the upcoming school year.

**The first meeting the Student Board Member will attend is the August 2024 Regular Board Meeting.**

### **Vacancy and Replacement**

If it is determined that the pupil member is not fulfilling their duties, the Board of Directors may appoint an alternate pupil member. If appointed, the Board shall suspend the prior pupil member's rights and privileges related to service on the Board of Directors.

The board of directors will select an alternate pupil member among the initial nominees.

Nominations for any vacant student board member position are due within 30 days of a vacancy in the current school year.

## Cover page

Applications must be received by 3:00 p.m. on April 26, 2024. Applications received after the deadline will not be considered.

Starting on April 15, 2024, approved candidates applicants will be listed on a ballot for selection as the potential Student Board Member at the students' school, where their peers will elect the finalist.

At the June 13, 2024, Board Meeting, selected student candidates from each school at each location will be allotted 5 minutes to give a presentation to the Board explaining why they would like to serve as Student Board Members, sharing their reasons for wanting the position, and sharing their qualifications for this position.

**Final Selection:** At the July 11, 2024, Regular Board Meeting, the Board will vote to select one of the candidates to appoint the Student Board Member for a term beginning the upcoming school year.

**Magnolia Public Schools**  
 Student Board Member Application  
 2024-25

Thank you for your interest in serving as a Student Board Member for the Magnolia Public Schools Board of Directors.

Please present information concisely and in the form requested.

Student's Full Name		Student's MPS E-mail Address		Student's Grade Level
Student's Telephone/Cell Number	School Name		Principal's Name	
Parent/Guardian Printed Name			Parent/Guardian Contact Telephone Number (if different than student's number)	

**Understanding Clause:** I have read the information regarding the Student Board Member position at Magnolia Public Schools Board of Directors and the description of the selection and appointment process, which appear on page 1 of this application. By signing, I understand the information and the time commitment of this role. I also understand this is not a paid position. If selected as the Student Board Member, I will perform the responsibilities to the best of my ability.

Parent/Guardian Signature	Date
Student's Signature	Date

Magnolia Public Schools  
Student Board Member Application  
2024-2025

**Please provide your responses to each of the following in the space provided.**

1. Why are you interested in applying for the Student Board Member Position for Magnolia Public Schools?

2. If selected as the Student Board Member, what do you hope to accomplish and learn?

3. What do you consider to be one of the difficulties affecting students in your school and community?

4. Please list any extra-curricular activities, awards, and recognition, and leadership positions at your school. (sports, student government, school clubs)

5. Please list any community activities and other involvements/work experiences outside your school.

6. Please list any additional information you would like to include for further consideration. (optional)

**Please return the application and any letters of recommendation to your Principal's Office. Applications received after the deadline will not be considered.**

4871-7400-9617, v. 2





**Calling All Student Leaders:  
Apply to be the 2024-25 Magnolia Public Schools  
Student Board Member!**

**Want to make a real difference in schools?** Magnolia Public Schools (MPS) seeks a passionate and engaged student leader to join the MPS Board of Directors for the 2024-25 school year!

This is your chance to be a student voice at the table, advocating for your peers and helping shape the future of MPS.

**Who can apply?**

- Any student currently enrolled in an MPS High School and good academic standing for the 2023-24 school year.
- Available to attend monthly evening board meetings, usually held on the second Thursday of the month, starting between 6:00 PM and 6:30 PM.

**What's the time commitment?** Regular attendance at board meetings (estimated 1 evening per month) is required. They are usually held on the second Thursday of the month between 6:00 pm and 6:30 pm.

**Ready to apply?** Complete the application package

[W Student Board Member Application for 2024-25.docx](#)

**Have questions?** Contact us at [studentvoice@magnoliapublicschools.org](mailto:studentvoice@magnoliapublicschools.org)

**Important Dates:**

- Application Deadline: April 26, 2024, by 3:00 pm
- All application materials (paper application, letters of recommendation, parental permission, and any supplemental items) must be submitted to your school principal.

**Looking forward to hearing from you!**

A handwritten signature in black ink that reads "Jason Hernandez".

Jason Hernandez, M.Ed.  
Director of Student Services  
Magnolia Public Schools