



## ISD 318 Student School Board Representative Application Form

A student representative provides student views and suggestions for the development of educational policies and programs. The primary goal of the student representative is to give input on issues that affect all students and work together with the school board to promote open communication between the school board and the students of District 318. To expand student voice and to share the duties among a team, up to two students will be recommended to share responsibilities of the role. Student representative on the school board will serve as “ex officio members,” meaning they are encouraged to participate in discussions, but may not vote on them. The students will be recognized in board discussion in the same manner as directors.

### About the Student Representative Role

**Eligibility:** Any high school student enrolled in District 318 and dedicated and committed to being an advocate for District 318 youth can apply to be a student representative.

**Benefits:** The student representatives will gain a wide array of leadership skills that can strengthen future college applications and/or resumes.

**Term of office:** The student representatives can serve a two-year term beginning in September and continuing through May for each school year.

**Time requirements:** The student representative on the school board will attend all regular school board meetings while school is in session, typically the first and third Mondays of each month from 6:00 p.m. to approximately 8:00 p.m. The exact schedule and other information about the board is available at <https://www.isd318.org/domain/27>

### The Selection Process for Student Representatives

All applications will be screened for completion by the Superintendent’s secretary. A committee made up of a principal, counselor, school board member and superintendent will review completed applications and interview all eligible candidates. The committee will review applications looking for those that best demonstrate their leadership skills, ability to set and follow through on goals, public speaking experience, dedication to public education, and other relevant experience. Applicants will not receive evaluations on their applications, nor will their application materials be returned. The School Board will vote on up to two recommended candidates to serve as student school board representatives. The student(s) will be advised by the Superintendent, along with an appointed School Board member.

### Announcement of Student Representatives

The students selected to serve on the ISD 318 Board of Education will be notified in the month of May, prior starting the role in September.

**Statement of Understanding: I have read and understand the information about the student representatives and the description of the selection process. If I am selected to the position of student representative, I will perform the responsibilities of the student representative to the best of my ability. I understand that Board of Education meetings are videotaped and I may appear in social media, publications, posters, brochures or newsletters; or district or school websites, radio stations, or TV.**

First and Last Name of applicant (please print)

Signature of applicant

Date

Signature of parent or guardian

Date



**ISD 318 Board of Education**  
**Student School Board Representative**  
**Application**

**Recommendations:**

- ISD 318 highly recommends that all students applying ask for support from a trusted adult to complete the application.
- Ask for letters of recommendation as soon as possible. (See more information below.)

Student Name	Grade	Student Cell Phone Number
Student Address		ISD 318 Student ID
High School	Email Address	
Parent/Guardian Name		Parent or Guardian Phone Number
Name of Principal or Asst. Principal	Name of School Counselor	
Do you have any family members employed by ISD 318? If so, what is their relationship(s) to you?		
Please email completed application to: Matt Grose, Superintendent E: <a href="mailto:mgrose@isd318.org">mgrose@isd318.org</a> P: 218-327-5704		<b>Applications must be received by 9:00 p.m. on</b>  <b>ADD DATE</b>

**About Independent School District 318 Board of Education**

The ISD 318 Board of Education is a policy-making body responsible for selecting the superintendent and overseeing the district's budget, curriculum, personnel, and facilities. The school board is granted authority to carry out these duties by the State of Minnesota and the Minnesota Legislature. The ISD 318 Board of Education is responsible for policies that govern education for District 318 students. The Board of Education consists of six elected directors. The Superintendent serves as a non-voting ex officio member of the School Board and administers its policies.

<https://www.isd318.org/domain/27>

**For Internal Use Only:**

<p>Application Materials Received: _____</p> <p>_____ Accepted    Term: _____</p> <p>_____ Declined</p> <p>Comments:</p>	<p>Interview Date: _____</p> <p>Interview Committee Members:</p>   <p>Comments:</p>
--	--

ISD 318 Board of Education  
**Student School Board Representative Application**

**About the Application Questions:**

In the section below there are five short essay questions. Please limit all written responses to 250 words. You may attach an additional page for your responses if needed.

Also note that we ask for **TWO letters of recommendation**; (Get these asks out right away!) one from an ISD 318 staff and one from an adult that is not related to you. (supervisor, coach, mentor, community member, etc.)

The letters should be no more than 1 page long and answer the following questions:

- Who they are and their relationship to you
- What leadership qualities they identify in you
- Why they believe you would be a strong candidate for the student serving on the ISD 318 Board of Education

1. Why are you interested in serving as a student representative on the ISD 318 Board of Education? (250 word limit)

2. What strengths do you bring to the Board of Education? (250 word limit)

**ISD 318 Board of Education**  
**Student School Board Representative Application**

3. What are some leadership skills you have admired in others? If selected as student representative, what skills you would like to develop? (250 word limit)

4. Describe a time in which you encountered a challenge. How did you identify it as a challenge? What was your response? (250 word limit)

ISD 318 Board of Education  
**Student School Board Representative Application**

5. Representing all ISD 318 students and advocating for authentic youth voice are crucial roles as the student board representative. What does youth voice mean to you, and what are ways you plan to honor these roles if appointed to this position? (250 word limit)

Please return this completed application and **TWO letters of recommendation**, one from an ISD 318 staff and one from an adult that is not related to you, (supervisor, coach, mentor, community member, etc.) to:

**Matt Grose**  
**ISD 318 Superintendent**  
**820 NW 1<sup>st</sup> Avenue**  
**Grand Rapids, MN 55744**  
**E: [mgrose@isd318.org](mailto:mgrose@isd318.org)**  
**P: 218-327-5704**

*We will contact you to set up an interview after the deadline closes on **ADD DATE**.*  
*In the meantime, please reach out to the Superintendent's Assistant, Julie Rasmussen with any additional questions.*

*E: [jrasmusen@isd318.org](mailto:jrasmusen@isd318.org)*  
*P: 218-327-5704*

Thank you for applying and we look forward to reviewing your application!