Lewis Center for Educational Research

AR 9150: BYLAWS
STUDENT BOARD MEMBERS

Adopted: October 19, 2026 **Revised:**

The Lewis Center for Educational Research ("LCER") Board of Directors ("Board") values meaningful student voice and recognizes the importance of providing students opportunities to participate in organizational leadership and governance. Student representatives to the LCER Board of Directors provide the Board with student perspectives while developing their own understanding of governance, civic leadership, and organizational decision-making.

Student Representation
LCER shall seek to include one student representative from each LCER high school:

- Academy for Academic Excellence (AAE)
- Norton Science and Language Academy (NSLA)

Student representatives shall serve the interests of the entire LCER TK–12 student community while also providing insight into the experiences of students at their respective schools.

Eligibility
Applicants must:

1. Be enrolled as a 10-12th grade student in an LCER high school student for the entirety of the anticipated term of service.
2. Be in good academic standing, with a minimum cumulative GPA of 3.5.
3. Demonstrate outstanding attendance, citizenship, and behavior.
4. Demonstrate leadership experience and the character necessary to participate in a public governance setting.
5. Be able to attend regularly scheduled LCER Board meetings and other required activities.
6. Demonstrate an ability and willingness to represent perspectives beyond their own individual experience.
7. Commit to communicating regularly with students regarding the work of the LCER Board.

Application Process
Eligible students interested in serving shall submit an application established by the President/CEO or designee.

The application may include:

- Academic information, including GPA
- Attendance and citizenship information
- School and community leadership experience
- Extracurricular activities and service
- Responses describing the applicant's interest in Board service
- Reflection on how previous leadership experiences have prepared the applicant for the role

- A plan for gathering student perspectives from across the LCER TK–12 community
- A plan for communicating relevant Board information back to students
- Student and parent/guardian acknowledgment of the responsibilities and time commitment associated with the position
- Applicants may also be asked to provide a staff or advisor recommendation.

Screening of Applicants
The President/CEO and Principals shall review applications to verify that applicants meet established eligibility requirements. Qualified applicants shall advance to the student selection process. The purpose of administrative screening is to determine eligibility and readiness for service and shall not replace the role of students in selecting their representative.

Candidate Preparation
Prior to selection, qualified candidates shall receive an orientation regarding the responsibilities of the position, including:

- The role of the LCER Board of Directors
- Governance versus management
- Expectations for attendance and preparation
- Brown Act/Public meeting protocols
- Appropriate handling of Board information
- The responsibility to represent the broader student body
- Expectations for communicating with students and gathering student input

Candidates may be asked to provide a brief written statement or presentation describing their qualifications, interest in serving, and approach to representing students.

Selection
The selection process shall provide students a meaningful role in choosing their student representatives. Each LCER high school shall establish a fair and accessible process through which high school students may consider qualified candidates and select their school's student representative.

The President/CEO or designee, in consultation with the school principal and student leadership advisors, shall establish annual election procedures, including:

- Candidate information and campaigning guidelines
- Voting procedure
- Election timeline
- Voter eligibility
- Procedures for resolving a tie
- Verification and announcement of results

Term of Service
Student representatives shall normally serve a one-year term, commencing on July 1st. Whenever practicable, selection shall occur prior to the end of the preceding school year to allow time for orientation and transition. A student representative may serve an additional term if the student continues to meet eligibility requirements and by majority vote of the Board.

Responsibilities of Student Representatives
Student representatives are expected to:

1. Attend and actively participate in LCER Board meetings for which student participation is appropriate.
2. Review open-session Board materials in advance of meetings.
3. Participate thoughtfully in discussions and provide student perspectives when appropriate.
4. Seek input from students at their school and throughout the LCER TK–12 community.
5. Develop regular methods for communicating relevant Board information back to students.
6. Maintain appropriate confidentiality.
7. Model professionalism, integrity, respectful communication, and responsible leadership.
8. Participate in orientation, training, and periodic meetings with the President/CEO or designee.

Communication with the TK–12 Student Body

Student representatives shall serve as a communication bridge between LCER students and the Board of Directors. With support from school administration and student leadership advisors, representatives should develop age-appropriate opportunities to:

- Gather student perspectives and concerns;
- Learn about the experiences of students across grade levels and campuses;
- Share information about significant open-session Board discussions and actions; and
- Increase student understanding of LCER governance and decision-making.

Communication shall respect student privacy, confidentiality requirements, and the distinction between information appropriate for public communication and matters reserved to the Board or administration.

Vacancies

If a student representative resigns, becomes ineligible, is unable to fulfill the responsibilities of the position, or otherwise vacates the position, the President/CEO or designee shall implement a replacement process. When feasible, the next eligible candidate from the selection process may be considered, or a new selection process may be conducted.