



HAWAII STATE STUDENT COUNCIL
475 22nd Avenue Room 211
HONOLULU, HAWAII 96816

March 7, 2012

TO: Public Secondary School Student Council Officers and Student Activities Coordinators

FROM: Keagan Sakai-Kawada, Chairperson *Keagan Sakai-Kawada*
Hawaii State Student Council

SUBJECT: Selection of Hawaii State Student Council Representative for School Year 2012-13

Hawaii Revised Statutes section 302A-447 (c) states: "The council (Hawaii State Student Council) shall establish policies and procedures governing its operations, including the selection and number of council members...." The major goals of HSSC is for student representatives statewide to discuss student concerns, share successful school practices, and facilitate communication between students, schools, the Department of Education (DOE), and the Board of Education (BOE).

Beginning in the school year (SY) 2012-13, the Hawaii State Student Council (HSSC) will be composed of student representatives from each high school and the BOE Student Representative. The HSSC requests that each high school designate their Student Association President, Vice President or a school-wide selected student who serves on the school's Student Association Council to be their HSSC student representative. The HSSC representative will be responsible for gathering input from their schools on education related matters, and disseminating information back to their schools (see attachment for more details).

The student representatives will serve from June 1, 2012 to July 23, 2013. They will participate in statewide HSSC meetings conducted on Oahu at the DOE Office of Curriculum, Instruction, and Student Support located at 475 22nd Avenue on the following non-instructional days from 9 a.m. – 5 p.m.:

September 1, 2012
November 24, 2012

January 21, 2013
March 18, 2013

The DOE Student Activities Program will make airline reservations and provide ground transportation on Oahu for the neighbor island students. Neighbor island students will fly independently without an adult chaperone, and upon arrival at the airport will board a chartered school bus to transport them to the meeting location. Oahu student representatives will need to arrange for their own transportation to and from the four Oahu meetings as scheduled above.

Public Secondary School Student Council Officers and Student Activities Coordinators
March 7, 2012
Page 2

The selected student representative must complete the attached "Hawaii State Student Council Representative" form by **April 30, 2012** and submit an electronic copy to Ms. Susan Sato, Educational Specialist for Student Activities, Extended Learning Opportunities Student Support Section. Should you have any questions please contact Ms. Sato at (808) 203-5505 ext. 2117 or via Lotus Notes.

KSK:ksk:ss

Attachments

c: Superintendent
Assistant Superintendents
Complex Area Superintendents
Superintendent's Office Directors
Charter School Administrative Office
Board of Education Office

2012-2013 HAWAII STATE STUDENT COUNCIL PROPOSAL 3-5-12

HSSC Members

- I. **The Hawaii State Student Council (HSSC) will be comprised of one student member from each of the 44 high schools. Each high school will designate their Student Association President, Vice President, or schoolwide selected representative who also serves on the school's student association executive council. Each high school will have representation and is accountable:**
- II. **Representative Information Sheet**
Student Activities Coordinators would need to send the name and contact information of their school's HSSC representative to Ms. Susan Sato by Monday, April 30, 2011.
- III. **Purpose of the Hawai'i State Student Council.**
 - A. To be responsible for official student representation to the Board of Education (BOE) in an advisory capacity.
 - B. To schedule and hold open meetings to discuss student activities, student issues, and concerns across the state.
 - C. To recommend courses of action to the State Department of Education.
 - D. To facilitate student communication with the Board of Education, legislature, and other policy-making bodies.
 - E. To uphold the ideals of servant leadership while constantly working towards the betterment of student education, life and welfare in Hawaii's public schools.
- IV. **Standing Committees.**
 - A. **Executive Committee:**
Chairperson, Vice Chairperson, Secretary, Five Standing Committee Student Chairs, BOE Student Representative, and State Program Advisor
 - B. **Student Achievement Committee:**
Student Achievement Committee – The committee will collect information; analyze information; discuss information; and make recommendations for action to the BOE, DOE, and other policy makers (as needed) to promote student achievement.
 - C. **Co-Curricular Concerns Committee:**
The committee will collect information related to all co-curricular activities, including athletics; analyze information; discuss information; and make recommendations for action to the BOE, DOE, and other policy makers (as needed) to support an optimal learning environment for students.
 - D. **Communications Committee:**
The Committee will facilitate student communications with the BOE, DOE, and other policy making bodies.
 - E. **School Environment Committee:**
Committee will collect information related to the school physical, social and emotional school environment; analyze information; discuss information; and make recommendations for action to the BOE, DOE, and other policy makers (as needed) to support an optimal learning environment for students.

Committee organization notes:

1. Each Committee is comprised of one chairperson, at least one member from each school district, and advised by the chairpersons SAC. The SAC shall be an ex-officio member of the committee.
2. District Representatives will be distributed amongst the Standing Committees. Smaller district will need to select committees in the following order: Student Achievement Committee; Co-Curricular; School Environment; and lastly Communications Committee.

3. The Projects Committee will be eliminated; a project will only be conducted at the Student Leadership Conference. Statewide projects and initiatives will, however, be established in the Standing Committees.
4. The Political Action Committee responsibilities will be distributed into the various committees.

V. Four (4) Possible Council Meetings on non-instructional days

- A. September 1, 2012 (Labor Day weekend)
- B. November 24, 2012 (Thanksgiving weekend)
- C. January 21, 2012 (Martin Luther King weekend)
- D. March 18, 2012 (spring intersession day)
- E. Council Meeting Agendas to include:
 - i. School Reports
 - Student concerns shall be addressed by the Standing Committees
 - HSSC Representatives must facilitate the input of student concerns at least once a month.
 - ii. District Meeting (determined by Chair)
 - iii. BOE Student Representative Report
 - iv. Standing Committee Meetings
 - v. Standing Committee Reports
- F. Council Communication
 - i. Executive Committee meets prior to BOE meetings to give input on student BOE representative report and/or report to BOE committees.
 - ii. Standing Committees meet at least once a month.
 - iii. Communication Flow
 - Schools ↔ HSSC representative
 - HSSC representative ↔ HSSC
 - HSSC ↔ BOE Student Representative
 - BOE Student Representative ↔ BOE
 - HSSC ↔ Community
 - ii. School Reports
 - School Reports will need to be submitted by the 1st of every month, reporting on the students' concerns and on HSSC selected action items.
 - Reports will need to be e-mailed to the Executive Committee
 - A standardized format for all reports will be established by HSSC
 - iii. Committee Reports
 - Committee Reports will need to be submitted by the 1th of every month.

VI. Student Leadership Conference

Hawai'i State Student Council members will apply to serve on a committee that will plan and facilitate the Student Leadership Conference. The members of this committee will be selected by the Executive Committee and the State Advisor.

VII. Participation in Secondary Student Conference

HRS 302A-447 (d) The state student council shall cooperate with the student conference committee established under section 317-2 in planning the annual secondary school students conference established under chapter 317. Hawai'i State Student Council members have the option to apply to serve on a committee that will facilitate the Secondary Student Conference. The members of this committee will be selected by the Executive Committee and State Advisor.

HAWAII STATE STUDENT COUNCIL REPRESENTATIVE

Please type or print

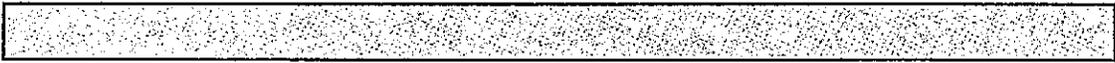
Complex: _____ School: _____

Name _____ Sex: _____
First M.I. Last

SY 2011-2012 School Leadership position: _____ Grade _____

Date of Birth (required for flight arrangements) _____ Current Cumulative GPA: _____
mm/dd/year

Student's Mailing Address: _____
City State Zip Code

E-mail Address: 

Home Phone: _____ Cell Phone: _____

Name of Parent/Guardian: _____

Parent/Guardian Emergency Phone: _____

STUDENT'S SPECIAL NEEDS - Medical: _____

Dietary: _____ OTHER: _____

SAC's Name: _____ Phone: _____ Fax: _____

I certify that the information on this application is correct.

Applicant's Signature *Date*

I affirm that the applicant is a student in good standing at my school and that the above is correct to the best of my knowledge.

Principal's/Designee's Signature *Date*

I have read the responsibilities of the Hawaii State Student Council (HSSC) Student Representative. I consent to my daughter/son serving as a member of the HSSC. I understand that if he/she is selected, he/she will be attending four HSSC meetings and some HSSC committee activities throughout the school year.

Parent's/Guardian's Signature *Date*

Parent's/Guardian's Signature *Date*