Niagara Catholic District School Board

STUDENT SENATE – ELEMENTARY POLICY

ADMINISTRATIVE OPERATIONAL PROCEDURES

100 - Board **Policy No 100.6.2**

Adopted Date: April 23, 2013 Latest Reviewed/Revised Date: September 8, 2026

1. The Elementary Student Senate will consist of two intermediate elementary student members from each of the Board's eight Family of Schools' Elementary Student Councils for a total of sixteen members.

2. The term of office for all positions on the Elementary Student Senate and Family of Schools' Elementary Student Council is for one school year.

3. The Elementary Student Senate will meet a minimum of two times during each secondary semester at the Catholic Education Centre.

4. Annually, and prior to the Niagara Catholic Student Leadership Symposium, all elementary principals will select one intermediate student and will coordinate the intermediate students to elect one intermediate student to represent the school on its Family of Schools' Elementary Student Council for the following school year. To be considered for a Family of Schools' Elementary Student Council, intermediate students who are selected or elected must meet the eligibility requirements to serve as an Elementary Student Senator.

5. In compliance with the Student Trustees Policy (100.4), to be eligible to serve as a member of the Niagara Catholic Elementary Student Senate, student nominees will hold the following qualifications:
   - be actively supportive of the distinctive character, philosophy and goals of Catholic education, respect the faith and traditions of the Catholic church, and support the Mission, Vision and Values of the Niagara Catholic District School Board.
   - be enrolled as a full-time, intermediate division student, in good standing, in a Niagara Catholic elementary school, for the duration of their term.
   - be endorsed by the principal of their Catholic elementary school.
   - conduct themselves with proper demeanour at all times, upholding the Mission, Vision, Values and Policies and Administrative Operational Procedures of the Niagara Catholic District School Board.
   - must be able to attend Student Senate meetings and contribute as a representative voice of students at their school.

6. Each Family of Schools' Elementary Student Council will meet a minimum of three times during the school year at the Family of Schools' Catholic secondary school.

7. At the annual Niagara Catholic Student Leadership Symposium, students from each Family of Schools' Elementary Student Council will elect two student Co-Chairs who will represent their respective Family of Schools' Elementary Student Council on the Elementary Student Senate.

8. At the same annual Niagara Catholic Student Leadership Symposium, two student members of the newly elected Elementary Student Senate will be elected to serve as Co-Chairs of the Elementary Student Senate and to serve as members of the Secondary Student Senate.

9. The two elected Elementary Student Senators of the Secondary Student Senate will be entitled to a binding vote and full membership privileges with the exception of being elected as a Student Trustee and Co-Chair of the Secondary Student Senate.

10. In the event that a member of the Family of Schools' Elementary Student Council or Elementary Student Senate is unable to fulfill their duty, a newly appointed representative will be determined through consultation with the elementary administrative liaison and a by-election process.

11. The Co-Chairs of the Elementary Student Senate on the Secondary Student Senate will assist the Student Trustees, and the student representatives on the Growth and Retention Ad Hoc Committee, the Special Education Advisory Committee (SEAC) and on the Niagara Catholic Parent Involvement Committee (NCPIC), in determining student issues, gathering student opinion and communication with students.

12. Through the Co-Chairs of the Elementary Student Senate, the Student Trustees on the Board and the student representatives on the Growth and Retention Ad Hoc Committee, the Special Education Advisory Committee (SEAC) and the Niagara Catholic Parent Involvement Committee (NCPIC) will be responsible for reporting back to the Elementary Student Senate on a regular basis.

13. In addition to providing the student voice throughout the vetting of Board Policies the Elementary Student Senate will assist the Secondary Student Senate in the organization of Board student conference(s) as requested and the Niagara Catholic Student Leadership Symposium.

14. A minimum of two elementary administrators will be appointed by the Chief Executive Officer as moderators to facilitate the operation of the Elementary Student Senate, and to act as a resource, along with the Student Leadership Consultant. The moderators and Elementary Student Senate will dialogue with and provide advice to the Secondary Student Senate through the Elementary Student Senate Co-Chairs.

15. A minimum of one elementary administrator from each Family of Schools will be appointed as a moderator(s) by the Superintendent of Education. The moderator(s) will facilitate the operation of the Family of Schools' Elementary Student Councils and will act as a resource. The moderator(s) and Family of Schools Elementary Student Councils will dialogue with and provide advice to the Elementary Student Senate through the Elementary Student Senate Co-Chairs.

16. The Student Trustees report to the Board of Trustees. The Co-Chairs of the Elementary and Secondary Student Senate report to the Chief Executive Officer.

Appendix A ***Elementary Family of Schools' Student Council and Elementary Student Senate Organizational Flowcharts***

Adopted Date:	**April 23, 2013**
Revision History:	**February 26, 2019** **April 4, 2023** **April 29, 2026** ***September 8, 2026 *(Administrative Update)***