TO: High School and Middle School Principals  
High School and Middle School Professional School Counselors  
High School and Middle School Student Government Advisors

FROM: Gwendolyn J. Mason, Ed.D.  
Chief, Division of Special Education and Student Services

RE: Selection of Student Member of the Board of Education for SY 2019-2020

I. PURPOSE: To provide information concerning the application, selection, and election process of the Student Member of the Board of Education (SMOB).

II. INFORMATION: On Wednesday, May 22, 2019, the Prince George’s Regional Association of Student Governments (PGRASG) will elect the person to fill the seat of the Student Member of the Board of Education (SMOB) for Prince George’s County Public Schools. The attached information outlines the application process for students interested in being considered as a candidate for the SMOB position. All high school principals are asked to advertise the availability of application packets.

All high school principals are requested to take appropriate steps to ensure that all secondary students are made aware of the upcoming PGRASG elections for the SMOB. Please make an all-school announcement designed to inform eligible students of the process to be considered for SMOB candidacy. Additionally, all high school principals are encouraged to have at least one sophomore or junior submit an application to go through the candidate selection process.

An application packet is enclosed for students interested in pursuing the SMOB candidacy. The Office of Student Engagement and School Support must receive the submission of the application for consideration of candidacy and all required supplemental forms on or before January 25, 2019. Students submitting an application should be aware that any student elected to serve as SMOB is eligible for an educational scholarship that can be applied to the school of their choice.

ALL HIGH SCHOOLS and ALL MIDDLE SCHOOLS are encouraged to have voting delegates at this special election on Wednesday, May 22, 2019, from 10:30 a.m. – 12:30 p.m. at Charles H. Flowers High School.

For more information, contact the Office of Student Engagement and School Support at 301-749-4379.

III. FILING INSTRUCTIONS: Retain this bulletin until April 30, 2020.

Gwendolyn J. Mason, Ed.D.  
Chief, Division of Special Education and Student Services

Enclosures

DISTRIBUTION: Lists 1, 3, 4, 6, and 11
ROLE OF THE STUDENT MEMBER:

The Student Member of the Board of Education (SMOB) provides an informed student viewpoint to the Prince George's County Public Schools (PGCPS) Board of Education. The function of the SMOB is to represent all students, not any particular group of students, on issues before the Board. He/she must respect the diversity of students' points of view and develop positions that will be consistent with the best interest of PGCPS students.

The SMOB is an official member of the Board and, by statute, has partial voting rights. He/she votes on all issues except capital, operating budgets, and personnel matters.

RESPONSIBILITIES OF THE STUDENT MEMBER INCLUDE:

1. Serving as an informed participant and voter in Board discussions and actions. This is accomplished in part by reviewing and analyzing packets of information provided prior to the Board meeting;
2. Developing a thorough understanding of current county and state educational issues which directly impact the district's student body;
3. Ensuring fellow students are informed about all county and state educational issues;
4. Attending and speak at various education and youth-related conferences and events;
5. Participating in the selection process of the incoming SMOB;
6. Receiving support and guidance from the Supervisor of the Office of Student Engagement and School Support; the Director, Department of Student Services; Members of the Board of Education and Board Office staff members;
7. Complying with the rules and regulations established by Board policy for all PGCPS students. Failure to do so may result in probation and/or removal from office; and
8. Complying with the guidelines established by Student Services for SMOB.

ATTENDANCE REQUIREMENTS INCLUDE:

1. Attending regularly scheduled PGCPS Board meetings;
2. Participating in various educational events as a representative of the PGCPS Board;
3. Participating in PGCPS Board of Education new member orientation;
4. Attending Prince George's Regional Association of Student Government and Maryland Association of Student Councils Executive Board meetings, conferences, and general assemblies. Report on important educational and Board issues and to seek student input on those issues; and
5. Attending requisite committee meetings.
Section 3-1002(g) of the Education Article, Annotated Code of Maryland, provides that the Student Member of the Board of Education (SMOB) of Prince George's County be elected at a special election meeting of the delegates of Prince George’s Regional Association of Student Governments (PGRASG) to be held annually. The Prince George’s County Board of Education and the PGRASG approved the election process for the SMOB in October 1999, followed by the State Legislature’s approval during the 2000 Legislative Session.

The process for electing the SMOB of Prince George’s County shall be as follows:

- All students interested in SMOB candidacy must be a current sophomore or junior in a Prince George’s County public school and must have a 3.0 or higher grade point average from the preceding quarter. Each interested applicant must complete and submit the nomination packet to the Office of Student Engagement and School Support by the date specified, which shall be at least two weeks before the special election meeting of PGRASG.

- The nomination packet must be received in the Office of Student Engagement and School Support no later than 4:00 p.m. on Friday, January 25, 2019. The packet must be emailed to smob.apps@pgcps.org.

- Each eligible student who completes and files a timely nomination packet will proceed to the interview stage. Each student will be interviewed by the Candidate Screening Committee, which shall consist of the following individuals: the current SMOB; the President of PGRASG; one of the High School Advocates; one Middle School or High School SGA Advisor which may not be from a school with a candidate; one G.O.L.D. mentor; and one Middle School Advocate. In the event that the current SMOB is seeking re-election for a second term, a second high school advocate shall be assigned to the Candidate Screening Committee.

- The Candidate Screening Committee shall interview each of the nominees, and each student will be asked no more than ten (10) questions that have been written and reviewed by members of the committee.

- Each student will be asked to research, prepare, and present a five-minute presentation that addresses a current state or county educational issue.

- After the above referenced process has been completed, the committee will move the names of two (2) candidates forward. These candidates will be presented for consideration at a meeting with the delegates at the General Assembly of PGRASG. Representatives from the Prince George’s County Board of Elections will facilitate the election process for PGRASG Officers and the SMOB. A bank of five (5) voting machines will be provided on the day of elections for delegate use. In the event that the Board of Elections is unable to facilitate the voting process, delegates will vote using paper ballots.

- On Election Day, each candidate will have the opportunity to present a five (5) minute speech to the PGRASG delegates, followed by a ten (10) minute question and answer period. Upon completion of this process, the PGRASG voting delegates will elect the new SMOB for the upcoming school year. A candidate must receive a majority of the votes from the voting delegates.

Any questions should be directed to the Mr. Richard Moody, Supervisor, Office of Student Engagement and School Support, at 301-749-4379.
STUDENT MEMBER OF THE BOARD OF EDUCATION

APPLICATION FOR CONSIDERATION OF CANDIDACY
2019-2020

Please complete the following form. Print or type the information.

Student's Name: ____________________________

Home Address: ____________________________

Home/Cell Number: ____________________________

High School: ____________________________

For the 2019-2020 school year, I will be a _____ Junior _____ Senior.

Grade Certification: GPA for the Preceding Quarter _____ (must be 3.0 or higher to qualify)

Professional School Counselor's Signature ____________________________

The above information is correct as stated.

Certification by High School Principal:

Principal's Signature ____________________________

You will be contacted by Mr. Richard Moody, Supervisor, Office of Student Engagement and School Support/Department of Student Services to schedule your interview and presentation on an educational issue. If you have questions concerning the process, please contact Mr. Richard Moody at 301-749-4379.

Please return the completed packet via email to smob.apps@pgcps.org by January 25, 2019.

THE PACKET MUST BE RECEIVED IN THE OFFICE OF STUDENT ENGAGEMENT AND SCHOOL SUPPORT NO LATER THAN 4:00 P.M. ON THE DATE SPECIFIED.

Your nomination packet must include:
- The Application for Consideration of Candidacy Form
- Resume (on white paper)
- Three letters of recommendations (current principal, community leader, high school teacher)
- Response to essay prompts (prompts included on next page)
- Bio (not more than 300 words)
- Social Media/Bullying Agreement
- Public Release Form
ESSAY PROMPTS

Please respond to each of the following prompts in 250 or less. Put each response on a separate sheet of paper.

1. Describe what you think is the most important issue or concern facing students today and how the Prince George’s County Board of Education should address this issue.

2. What do you think is the role of the student member of the Prince George’s County Board of Education; and if elected, how would you fulfill that role?
Recommendation – Principal

Student Member of the Board of Education for
Prince George's County Public Schools

APPLICATION
2019-2020

Nominee's Name: ____________________________________________

Principal's Name: ____________________________________________

School: _____________________________________________________

School Telephone: ____________________________________________

Note: This recommendation must be returned to the nominee in a sealed envelope with the Principal's signature over the seal.

How long and in what context have you known the nominee?

Please indicate below reasons for your support for the nominee’s application for Student Member of the Prince George’s County Board of Education. Please do not write on the back. Use additional pages if necessary.

______________________________
Signature of Principal
Recommendation – Community Leader

Student Member of the Board of Education for
Prince George's County Public Schools

APPLICATION
2019-2020

Nominee’s Name: ____________________________________________

Community Leader’s Name: ____________________________________________

Organization/Position: ____________________________________________

Address: ____________________________________________

Telephone: ____________________________________________

Note: This recommendation must be returned to the nominee in a sealed envelope with the signature over the seal.

How long and in what context have you known the nominee?

Please indicate below reasons for your support for the nominee’s application for Student Member of the Prince George's County Board of Education. Please do not write on the back. Use additional pages if necessary.

________________________________________
Signature of Community Leader
Recommendation – High School Teacher

Student Member of the Board of Education for
Prince George’s County Public Schools

APPLICATION
2019-2020

Nominee’s Name: _____________________________

Teacher’s Name: _____________________________

School: _______________________________________

School Telephone: _____________________________

Note: This recommendation must be returned to the nominee in a sealed envelope with the signature over the seal.

How long and in what context have you known the nominee?

Please indicate below reasons for your support for the nominee’s application for Student Member of the Prince George’s County Board of Education. Please do not write on the back. Use additional pages if necessary.

_________________________________________
Signature of Teacher
Bullying, Harassment or Intimidation are anti-social behaviors that are characterized by the intent to cause harm and demonstrates an imbalance of power. Bullying, harassment and intimidation is an intentional behavior that includes verbal, physical written or intentional electronic communication that creates a hostile educational environment by interfering with a student's educational benefits, opportunities, or performance.

Inappropriate social media misuse includes internet/computer and the misuse of other electronic devices that may have the impact of substantially disrupting the educational environment. Social media is inclusive of, but not limited to: web-based and mobile technologies, social networking sites/platforms, blogs, IM, YouTube and others. Bullying, harassment, intimidation, and misuse of social media are all prohibited by Prince George's County Public Schools.

By signing below, you acknowledge that you (1) have received this information from Prince George's County Public Schools; (2) understand the aforementioned offenses; and (3) understand that as a candidate for Student Member of the Board of Education (SMOB) you are prohibited from engaging in any of the aforementioned activities. If it is determined that you have violated the district’s policy against participating in such activity, you may be removed from the ballot as a candidate for SMOB, which may involve other serious disciplinary consequences.

Parent Signature

_________________________

Date

Candidate Signature

_________________________

Date
Throughout the school year, Prince George's County Public Schools (PGCPS) and the Prince George's County Board of Education conduct activities that may be publicized by local or national news media or used to promote the school system. Publicity activities include interviews, photographs or videos of individuals or groups of students, or student works (including, but not limited to, artistic works, athletic activities, performances and competitions) that may be used in websites, social media such as Facebook and Twitter, print or online publications, or videos.

The information shared under this publicity release may include certain directory information, which is generally not considered harmful or an invasion of privacy if released under Administrative Procedure 5134.

Please check ONE of the two statements below, sign, and return this document to your child's school. This Publicity Release Form will remain in effect through September 2019.

☐ I/we GRANT PERMISSION for my/our child's name, voice, photographic likeness and student work to be used by PGCPS staff and contractors, journalists or photographers employed by news media outlets.

☐ I/we DO NOT GRANT PERMISSION for my/our child's name, voice, photographic likeness and student work to be used by PGCPS staff and contractors, journalists or photographers employed by news media outlets.

________________________________________  _______________________________________
Child's Name                                              School

________________________________________  _______________________________________
Parent/Guardian Signature                                Parent/Guardian Signature

______________________________
Date

If you have any questions about publicity activities, please contact your child's school.
Durante el año escolar, las Escuelas Públicas del Condado de Prince George (PGCPS) y la Junta de Educación del Condado de Prince George llevan a cabo actividades que los medios informativos locales y nacionales podrían publicar o que se podrían usar para promover el sistema escolar. Las actividades de publicidad incluyen entrevistas, fotos y videos de individuos o grupos de estudiantes o trabajos estudianiles (que incluyen pero no se limitan a obras artísticas, actividades atléticas, interpretaciones y competencias) que se podrían publicar en las páginas en internet, los medios sociales tales como Facebook y Twitter, publicaciones impresas o en internet y vídeos.

La información que se revelaría según el Formulario de Autorización de Publicidad podría incluir cierta información del directorio, lo que por lo general no se considera perjudicial o una invasión de privacidad, si se divulgan bajo el Procedimiento Administrativo 5134.

Favor de marcar UNO de los siguientes dos enunciados, y luego firme y devuelva este documento a la escuela de su hijo. El Formulario de Autorización de Publicidad permanecerá en vigencia hasta finales de septiembre de 2019.

☐ Yo/nosotros AUTORIZO/AUTORIZAMOS que el personal y contratistas de PGCPS, así como periodistas y fotógrafos que trabajan para los medios informativos, utilicen el nombre, la voz, la imagen fotográfica y el trabajo estudiantil de mi/nuestro hijo.

☐ Yo/nosotros NO AUTORIZO/AUTORIZAMOS que el personal y contratistas de PGCPS, así como periodistas y fotógrafos que trabajan para los medios informativos, utilicen el nombre, la voz, la imagen fotográfica y el trabajo estudiantil de mi/nuestro hijo.

Nombre del estudiante

Escuela

Firma del padre/tutor

Firma del padre/tutor

Fecha

Si tiene alguna pregunta acerca de las actividades de publicidad, favor de comunicarse con la escuela de su hijo.