

**Application Packet for**  
**Student Advisory Committee**  
**to the**  
**Virginia Board of Education**

**2000-2001 Academic Year**

**POSTMARK DEADLINE FOR THE COMPLETED APPLICATION IS**  
**DECEMBER 20, 2000**

**Virginia Board of Education**  
**Student Advisory Committee Application**  
**2000-2001**

In response to recent changes in the bylaws of the Virginia Board of Education, the board will appoint a Student Advisory Committee to meet for the first time in the winter of the 2000-2001 academic year. Student membership will consist of one high school student from each of the eight Superintendents' Regions in the commonwealth and four middle school students selected at large from the commonwealth. The Board President, the Board Secretary, and two additional board members appointed by the President will also serve on the committee. The Board President or his or her designee will preside over all meetings of the Student Advisory Committee, which will meet at least three times a year, with one meeting to coincide with a regularly scheduled board meeting.

To assist with the creation of the Student Advisory Committee, the Virginia Department of Education is seeking applications from students who have been nominated by their schools or by other statewide student organizations in the commonwealth. Each high school and statewide student organization may nominate one student for consideration during each academic year.

Students who apply to this program should be well versed in a broad spectrum of topics that relate to school life in the commonwealth. Their academic progress should be strong enough to allow them to miss classes for committee meetings on several days throughout the year. Applicants selected to the committee will reflect interests from a variety of school-related areas, including academics, athletics, fine arts, career and technical areas, student government, and club leadership. Students applying to serve on the committee should demonstrate:

- Solid academic performance
- Strong communication and leadership skills
- Involvement in a variety of co-curricular and/or extra-curricular activities
- An interest in learning about and contributing to state policies effected by the Virginia Board of Education

Advisory committee meetings will be held at various locations around the state, but most often they will be in Richmond. Each student must be accompanied by a supervising adult for each committee meeting. Travel expenses for both the student and the supervising adult will be reimbursed by the Board of Education in accordance with state guidelines.

For further information, please contact Dr. Linda Wallinger at [lwalling@pen.k12.va.us](mailto:lwalling@pen.k12.va.us) or (804) 225-2880. Students should submit their applications, including the required teacher recommendations, postmarked by December 20, 2000, to:

Dr. Linda Wallinger  
Director of Secondary Instruction  
Virginia Department of Education  
P. O. Box 2120  
Richmond, VA 23218-2120

Student committee members will be selected by a committee of the board appointed by the President. Students selected to serve on the Student Advisory Committee will be notified by February 1, 2001.

**POSTMARK DEADLINE FOR THE COMPLETED APPLICATION IS**  
**DECEMBER 20, 2000**

**Virginia Board of Education  
Student Advisory Committee Application  
2000-2001**

There are 4 parts to this application:

- Part A - Student application to be completed by the student
- Part B - Parent/Guardian form to be completed by the parent or guardian
- Part C - School nomination form to be completed by a school official
- Part D - Two letters of recommendation: (a) one from an adult supervisor from the school or organization that is nominating the student and (b) one from a second teacher or other adult selected by the student

**Part A - Student Application**

Name of public school division: \_\_\_\_\_

Name of student: \_\_\_\_\_ Name student prefers: \_\_\_\_\_  
Last, First (legal) Middle Initial

Mailing Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Home phone: (\_\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

Birth date: \_\_\_\_\_ Grade: \_\_\_\_\_  Male  Female

Name of school: \_\_\_\_\_ School phone: \_\_\_\_\_

School address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Principal: \_\_\_\_\_ School fax: (\_\_\_\_\_) \_\_\_\_\_

I, \_\_\_\_\_, affirm that if selected to participate on the committee, I agree to participate in activities and assignments that are part of the committee. I agree to abide by the rules and regulations set forth by the Virginia Board of Education, the Virginia Department of Education, and the supervising adults who work with the committee. I understand that failure to abide by these rules and regulations or refusal to participate in events and activities that are part of the committee will be just cause for dismissal from the committee.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Student

**Part A: Student Application continues on the next page.**

**POSTMARK DEADLINE FOR THE COMPLETED APPLICATION IS  
DECEMBER 20, 2000**

**Virginia Board of Education  
Student Advisory Committee Application  
2000-2001**

**Part A: Student Application (continued)**

Please respond to the three remaining questions on a separate sheet of paper. Your responses to the following questions are limited to two typed pages (total), single-spaced, twelve-point font, with one-inch margins.

1. Elaborate on your understanding of the role of the Virginia Board of Education. How do you think the Student Advisory Committee can contribute to the work of the board?
2. Discuss the importance of high standards in education for all Virginia students. How do you think high standards should be set and maintained? How will students in Virginia benefit from high educational standards?
3. Discuss experiences that you have had in your own personal or academic life that would help you contribute effectively to the Board's Student Advisory Committee. These might include experiences from academic life, co-curricular and extra-curricular activities, work or volunteer experience, honors and awards that you have earned, and/or personal and social experiences.

**Please attach your answers to this part of the application  
and include with your application packet.**

The complete application packet should be sent to:

Dr. Linda Wallinger  
Director of Secondary Instruction  
Virginia Department of Education  
P.O. Box 2120  
Richmond, VA 23218-2120

For further information, please contact Dr. Wallinger at [lwalling@pen.k12.va.us](mailto:lwalling@pen.k12.va.us) or (804) 225-2880.

**POSTMARK DEADLINE FOR THE COMPLETED APPLICATION IS  
DECEMBER 20, 2000**

**Virginia Board of Education  
Student Advisory Committee Application  
2000-2001**

**Part B - Parent/Guardian Form**

Name of student: \_\_\_\_\_

If it is not appropriate to provide information for both father and mother, please make appropriate substitutions. Please include this form with the application packet.

Father's name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Home mailing address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_ E-mail: \_\_\_\_\_

Home phone: (\_\_\_\_\_) \_\_\_\_\_ Work phone: (\_\_\_\_\_) \_\_\_\_\_

Mother's name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Home mailing address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_ E-mail: \_\_\_\_\_

Home phone: (\_\_\_\_\_) \_\_\_\_\_ Work phone: (\_\_\_\_\_) \_\_\_\_\_

I, the parent (guardian) of \_\_\_\_\_, permit him/her to apply to serve as a member of the Virginia Board of Education's Student Advisory Committee. I understand that if he or she is selected, expenses associated with participation will be reimbursed in accordance with state guidelines and that a supervising adult must accompany him/her to each board activity. I agree that, if selected for the program, my son or daughter will abide by the rules and regulations set forth by the Virginia Board of Education, the Virginia Department of Education and the supervising adults. I understand that failure to abide by these rules and regulations or refusal to participate in events and activities that are part of the program will be just cause for dismissal from the committee. I agree to allow my child to participate in the activities of the program. Finally, I grant permission for a transcript of my son or daughter's secondary school record to be sent to the Virginia Department of Education as a part of this application packet.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent or Guardian

**POSTMARK DEADLINE FOR THE COMPLETED APPLICATION IS  
DECEMBER 20, 2000**

**Virginia Board of Education  
Student Advisory Committee Application  
2000-2001**

**Part C - School Nomination Form**

Name of student: \_\_\_\_\_

Principal: \_\_\_\_\_ School phone: (\_\_\_\_\_) \_\_\_\_\_

Name of school: \_\_\_\_\_ School Division: \_\_\_\_\_

School address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_ E-mail: \_\_\_\_\_

1. Please comment on this student's strengths and weaknesses that you think would be helpful in evaluating his or her application to participate as a member of the Virginia Board of Education's Student Advisory Committee.

2. Applicant's actual or estimated class rank (if available):

top 2%       top 4%       top 6%       top 10%       below top 10%

3. **IMPORTANT!** Attach a legible transcript and one copy of the applicant's high school record that includes standardized test scores and high school activities.

I hereby certify that \_\_\_\_\_ is qualified and is genuinely interested in serving as a member of the Virginia Board of Education's Student Advisory Committee. I understand that the student will miss several days from school for this activity, and I or my designee have discussed the impact of such an absence with the student and his/her parents.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Principal or Designee

\_\_\_\_\_  
Printed/Typed Name

\_\_\_\_\_  
Title

**POSTMARK DEADLINE FOR THE COMPLETED APPLICATION IS  
DECEMBER 20, 2000**

**Virginia Board of Education  
Student Advisory Committee Application  
2000-2001**

**Part D - Letters of Recommendation**

Two letters of recommendation should be included in the application packet:

- one from an adult supervisor from the school or organization that is nominating the student
- one from a second teacher or another adult selected by the student

If desired, each recommendation may be sealed in an envelope that will be opened at the time the application is evaluated.

The letters of recommendation should include the following information:

- student's name
- how the recommending adult knows the student
- which courses and/or activities the student has pursued with the recommending teacher/adult
- the quality of the student's work and/or leadership in school-related activities
- an assessment of the student's communication and leadership skills
- the following qualities of the student: initiative, intellectual curiosity, emotional stability, ability to work with peers, ability to work with teachers/adults, ability to function as a team player
- signature of the recommending teacher/adult

**POSTMARK DEADLINE FOR THE COMPLETED APPLICATION IS  
DECEMBER 20, 2000**