

Selection Process Timeline for 2024-2025 Student Representative to the Board

Administrators responsible for the process:	
Dr. Mark Ryan, Principal, Santa Rosa High School	707-890-3850 ext. 52105
Samuel Martinez, Director, Educ. Services	707-890-3800 ext. 80313

Actions to be done		Action Dates
1	Samuel Martinez, Director to SRHS -Discuss the recruitment plan with the Principal or Designee	3/4
2	Recruitment of interested students at SRHS w/ Audrey Rauh	3/29, 11:50-1:20 (4th) & 4/5, 12:45-1:20) lunch
3	Application availability to students (week of 3/11, 3/25, or 4/1)	3/31 - 4/14
4	Deadline for applications (this date needs to be placed on the last page of the app.)	4/15 (Monday)
5	Interviews and final selection (Conference Room)	4/25 (Thursday)
6	Board Report submitted	5/16 (Tuesday)
7	Board Decision regarding new Student Board Member	5/24 (Wednesday)

To Do After the Dates Above Have Been Determined	
Samuel meets with Mark Ryan to discuss the recruitment plan	See #1 above
Educ. Services talks with Audrey Rauh (current student rep) in regards to speaking with students at SRHS	See #2 above
Mark Ryan invites SRHS students to apply - applications are available	See #3 above
Decide on the interview team (Suggestions: Mark Ryan, Samuel Martinez, Tim Zalunardo, ASB president (1st) or ASB vice president (2nd) from SRHS and from as many other high schools as possible). For HS ASB Presidents, a memo inviting them to be part of the interview panel needs to be sent. If the ASB President cannot attend, ask for the ASB Vice President. Check with High School Secretaries for the names of these ASB students.	