

Student Organization Application

Date:

Name of Group

Statement of Purpose

Student Initiated and Directed? Yes No

Meets during non-instructional time or specified activity time? Yes No

Curricular Relationship? Yes No

If No, club is non-curricular and not school sponsored.

Stated Curricular Relationship

This shall include specific reference to classes or other elements of the educational program which the organization is intended to supplement and a description of how the organization will serve as an extension of or adjunct to the curriculum.

- Specific Course
 - Unit

Faculty Sponsor(s) or Supervisor(s)

Faculty Sponsor(s) or Supervisor(s) function of the staff advisor in the promotion, supervision, and leadership of the organization:

School Sponsored/Recognized Yes No

Academic membership requirements? Yes No

If Yes, describe:

Can participants earn a letter? Yes No

If Yes, include lettering criteria:

Implications

- Student groups having a direct curricular relationship are considered officially recognized, school-sponsored student organizations.
- Student groups not having a direct curricular relationship are not considered officially recognized, school-sponsored student organizations.

We, the undersigned, confirm that the above statements are true. Additionally, we have read District Policy JJA [6066]. We understand the policy and agree to comply with both District Policy JJA [6066] and all school guidelines and rules.

X _____

X _____

X _____

X _____

**All organizing students listed above must sign the above statement*

Student Organizations (Secondary Schools) POLICY JJA [6066]

Students in middle and high schools in this District shall be permitted to organize and conduct meetings of student clubs or other groups to meet on school premises during noninstructional time.

Meetings of student groups must be organized, scheduled, and conducted within the guidelines established by this policy and accompanying procedure.

For purposes of this policy, "noninstructional time" means time set aside by each school before actual classroom instruction begins or after actual classroom instruction ends, and may include specific activity periods set aside for this purpose.

Curriculum-related student organizations serve as an extension of the regular school curriculum. Their function is to enhance the participants' educational experience and supplement the course materials within the educational program of the schools. The activities of these organizations should bear a direct relationship to the regular curriculum. Student organizations meeting these criteria and approved by the principal will be deemed to be officially recognized, school-sponsored student organizations.

Secondary school students are also permitted to organize and conduct meetings of noncurriculum-related student organizations to pursue activities outside of the school curriculum, subject to the provisions of this policy. Such organizations must be student initiated and directed, and persons not attending school in this District, parents, school personnel (other than those serving in a supervisory capacity), or any other nonschool persons are prohibited from directing, conducting, controlling, or regularly attending the activities of a noncurricular student group. Noncurriculum-related student organizations shall not be deemed to be school sponsored or endorsed.

The administration shall develop guidelines and rules so that students will be informed about the procedure for requesting permission to initiate a student organization.

All student groups meeting on school premises shall be open to and limited to all students currently enrolled in the sponsoring school on a voluntary basis. Approval or disapproval of noncurriculum-related student organizations may not be based upon any specified threshold of numerical size. Student organizations may establish academic qualifications for membership where necessarily related to the purposes of the organization. No student shall be denied membership on account of his or her race, color, national origin, disability, or religion. Fraternities, sororities, and/or secret societies shall not receive recognition in any manner under this policy. Attendance at all meetings must be voluntary.

All forms of hazing or other initiation activities that are likely to be degrading to a student or bring criticism to the District shall be prohibited in any group meeting on school premises.

Curriculum-related student organizations shall be sponsored and supervised by one or more of the members of the school faculty, approved by the principal. Faculty sponsors shall participate in the supervision and direction of all activities of the organization and shall attend all meetings.

Noncurriculum-related student organizations shall not have a faculty sponsor. However, a member of the school's staff shall attend every meeting or activity of such organizations as a monitor for purposes of general supervision. The organization shall be responsible to assure the presence of a staff monitor for its meetings.

No school employee shall be compelled to attend a meeting of any student organization if the content of such meeting is contrary to the beliefs of that school employee. School employees present at any meeting of a noncurriculum-related student organization which includes religious worship, prayer, or practice, or is identified as having a religious purpose, shall attend in a nonparticipatory capacity only.

The District, through the building principal or his or her designee, retains the authority to prohibit meetings which would be otherwise unlawful. Further, nothing in this policy shall be construed to limit the authority of the school to maintain discipline on school premises, to protect the well-being of students and faculty, and to assure that attendance at meetings is voluntary.

In providing equal access to school facilities for noncurriculum-related groups, the District is not expressing any opinion or approval of the subject matter discussed at any meeting nor is it advocating or supporting in any manner the point of view expressed by any student or group meeting as allowed by this policy.

Noncurricular student groups shall not be denied equal access to school facilities solely on the basis of the religious, political, philosophical, or other content of any speech at such meetings, except as otherwise provided in this policy. No public funding or support shall be extended to any noncurriculum-related student organization other than the opportunity to meet on school premises on an equal basis as other student organizations, including the equal opportunity to access school publications and other information systems consistent with practices uniformly applied and within applicable constitutional constraints.

Student organizations shall not engage in any activity which is contrary to law, District policy, or school rules; which disrupts or clearly threatens to disrupt the orderly operation of the school; or which would adversely affect the health, safety, or welfare of any students or staff members. Student organizations shall comply with applicable District policies and regulations concerning the handling of money and may not extend the credit of the District. Failure to comply with these provisions shall be grounds for revocation of the right to continue to conduct meetings under this policy.

Adopted: May 19, 1994

Amended: April 11, 1996

Reviewed: September 5, 2002

Legal Refs:

20 U.S.C. §§ 4071-74 (Equal Access Act)

Student Organizations (Secondary Schools) Procedure JJA-R [6066.1]

1. Any group seeking to meet on school premises during noninstructional time as a student organization shall submit a written application to the principal. Applications shall include at least the following information:

- a. Name of the organization.
- b. Name(s) of the proposed faculty sponsor(s), if known.
- c. A general statement of the purposes and activities of the organization.
- d. A description of the qualifications for membership, if any.
- e. A statement that the organizing students have read, understood, and agree to comply with District Policy JJA [6066] and all applicable school guidelines and rules.
- f. Application for curriculum-related student organizations shall include a statement of the relation of the organization to the regular school curriculum. This shall include specific reference to classes or other elements of the educational program which the organization is intended to supplement and a description of how the organization will serve as an extension of or adjunct to the curriculum.
- g. Applications for curriculum-related student organizations shall also include a description of the function of the staff advisor in the promotion, supervision, and leadership of the organization. (However, the principal shall have final authority in determining who the staff advisor will be and what his or her role is.)

2. Certain school activities are considered to be a part of the school program and are not required to request recognition when operating under the direction of the principal. These include:

- School yearbook
- School newspaper
- Choirs and choruses
- Bands, orchestra, and related ensembles
- Forensics, radio, and thespians
- Plays and musicals
- Pep clubs and cheerleaders
- Student council
- Vocational education clubs
- National Honor Society
- Athletics and intramurals
- Formal grade-level class organizations
- Substance abuse and substance counseling groups

3. The principal shall review the application and such other information as he or she considers appropriate and shall approve or disapprove of the organization within 15 school days after receipt of the application. The principal's decision shall specify whether or not the student organization is approved as a curriculum-related student organization. An organization is directly curriculum related if one or more of the following apply:

- a. The subject matter of the organization is actually taught, or will soon be taught, in a regularly offered course;
- b. The subject matter of the organization concerns the body of courses as a whole;
- c. Participation in the organization is required for a particular course; or
- d. Participation in the organization results in academic credit.

The principal's decision shall be in writing, and a copy shall be given to the applicant. If the application is disapproved, the principal shall state the reasons for disapproval in the decision.

4. The applicant may appeal the principal's decision to the Superintendent of Schools or designee by written appeal submitted to the Superintendent within ten school days after receipt of the principal's decision. The written appeal shall state the reasons for the appeal and shall enclose copies of the application and the principal's decision. The Superintendent or designee shall review the appeal and such other information as he or she considers appropriate and give a written decision within 15 school days after receipt of the appeal.

5. The applicant may appeal the decision of the Superintendent or designee to the Board of Education by written appeal submitted to the Secretary of the Board within ten school days after receipt of such decision. The written appeal shall state the reasons for the appeal and shall enclose a copy of the application, the appeal to the Superintendent, and all prior decisions. The Board shall review the appeal and such other information as it considers appropriate and shall notify the applicant of the date and time at which it will meet to render a decision. At the meeting, the Board shall enter its order affirming or reversing the decision of the Superintendent. The decision of the Board shall be final.

6. The principal may revoke approval of any student organization at any time upon his or her own initiative or on complaint by any student or staff member for good cause. Revocation may be appealed to the Superintendent or designee and the Board as provided hereinabove.

7. At any time, the Superintendent or the Board may review the approval of any student organization and revoke the same for good cause. Any such action by the Superintendent may be appealed to the Board as provided hereinabove.

Issued: April 11, 1996

Reviewed: September 5, 2002