

NEW CLUB/ACTIVITY PROPOSAL

The following form must be filled out in order to start a new club or activity. The completed form should be presented to the Student Activities Director. A meeting will follow to discuss the proposal.

PERSON PRESENTING THE PROPOSAL:

Name:

Email Address:

NAME OF PROPOSED CLUB/ACTIVITY:

IS THIS CLUB A MEMBER OF A NATIONAL OR STATE ORGANIZATION?

_____ YES (Please name organization) _____ NO

GENERAL DESCRIPTION OF PURPOSE OF PROPOSED CLUB/ACTIVITY:

GOAL(S) OF PROPOSED CLUB/ACTIVITY:

1.

2.

3.

LIST AT LEAST FOUR ACTIVITIES OR EVENTS STUDENTS WILL PARTICIPATE IN:

1.

2.

3.

4.

WHAT TYPE OF AREA DO THE STUDENTS NEED TO MEET IN (CLASSROOM, SPORTS CENTER, ETC.)

WHEN AND HOW OFTEN DO YOU INTEND TO MEET?

LIST AT LEAST 15 STUDENTS WHO WILL BE MEMBERS OF THE PROPOSED CLUB/ACTIVITY.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

HAVE YOU CONTACTED A SPONSOR?

_____ YES _____ NO

LIST CLUB DUES PER YEAR

\$ _____

NAME OF PROPOSED SPONSOR:

WHAT WILL IT COST TO OPERATE THE PROPOSED CLUB/ACTIVITY? DESCRIBE WHERE AND HOW THE MONEY WILL BE USED.

WHY DO YOU THINK THERE IS AN INTEREST IN THIS PROPOSED CLUB OR ACTIVITY?

RETURN TO THE STUDENT ACTIVITIES DIRECTOR

PROCESS

Step #1 _____ Application is filled out and submitted to Student Activities Director for review

Step #2 _____ Meeting with Student Activities Director; potential sponsor, and/or students proposing new club

Step #3 _____ Written recommendation by Student Activities Director to Principal to approve or not approve as pilot club

Step #4 _____ Final written decision by Principal

_____ Approved as a pilot for the _____ school year

Activities Director _____ Date: _____

Principal _____ Date: _____

_____ Not Approved as a pilot for the _____ school year

Reason not approved:

Activities Director _____ Date: _____

Principal _____ Date: _____

SUCCESSFUL COMPLETION OF PILOT STATUS

A group initially approved as a pilot club may be approved for full status as a school-sponsored club upon application to the Student Activities Director demonstrating that it has:

1. Been in existence at least one school year (two consecutive semesters);
2. Maintains a membership of at least 15 students;
3. Has a constitution describing the purpose, goals, and structure of the club;
4. Has identified activities;
5. Has an identified meeting structure; and
6. Has a USD 345 staff sponsor.

School-recognized Clubs

Student clubs which Seaman High School determines not to sponsor may nonetheless be recognized by the school, in accordance with the federal Equal Access Act, consistent with the District's efforts to encourage the emotional, cultural, mental, physical, and social growth of its students, and subject to the following conditions:

1. Meetings or activities are voluntary and student-initiated;
2. There is no sponsorship of meetings or activities by Seaman High School, the government, or its agents or employees;
3. Meetings or activities do not materially and substantially interfere with the orderly conduct of educational activities within the school, nor are they unlawful or otherwise contrary to the mission of the school;
4. Employees or agents of Seaman High School or the government are present at religious meetings or activities only in a non-participatory capacity;
5. Non-school persons may not direct, conduct, control, or regularly attend meetings or activities;
6. Meetings and activities must occur during non-instructional time;
7. Seaman High School expends no funds beyond the incidental cost associated with providing the space for student-initiated meetings; and
8. All literature, signs, or other publicity of school-recognized clubs shall include disclaimer provided by the District stating that the club is not school-sponsored or endorsed, and must be approved by the Student Activities Director or his/her designee before posting or broadcasting.