

**PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY**

Code: JJA-R

MODEL SCHOOL CLUBS REGULATION

- A. Application for a club must include the following (for grades K-12):
 - 1. Names of applicants (minimum of 3)
 - 2. Club sponsor (must be School Employee)
 - 3. Club name
 - 4. Statement of purpose
 - 5. Statement of goals
 - 6. Statement of (proposed) activities
 - 7. Proposed budget, including proposed source and use of funds (club accounts must be maintained within district business office)
 - 8. Proposed meeting times, dates, places
 - 9. Will try-outs be required? Times/location, if available
 - 10. Assurance that all materials distributed in club meetings will be delivered to school administration no later than 24 hours after each club meeting and parents who request may have opportunity to review materials.
 - 11. Assurance that club membership will be limited to students who attend the school.
 - 12. Communicate to parents/guardian the purpose of any field trip.
- B. Club applications must be submitted 10-days prior to a regularly scheduled board meeting.
- C. Establish contact people and locations for picking up applications and turning them in; indicate if applications are available online.
- D. Clubs must complete Facility Use Agreement Forms (See Activities Office)

Adopted: 6/16/15