

1 Joint School District No. 2, Meridian
2 Meridian Technical Charter High School, Inc. has adopted West Ada's (Joint School District No. 2) policy.
3 STUDENT PERSONNEL

4
5 Series 500

6
7 Policy Title Clubs in Secondary Schools Code No. 503.20

8
9 Statement of Policy

10
11 Joint School District No. 2 Board of Education maintains a “limited open forum” for clubs
12 pursuant to the following guidelines.

13
14 Curriculum clubs are authorized in grades 6 – 12. Curriculum clubs are sponsored by
15 District schools and may receive leadership, direction, and support from the school and
16 the District.

17
18 Non-curriculum clubs are authorized in grades 6 – 12 under state and federal laws and
19 regulations for the purpose of granting a place on the school’s premises for students to
20 meet during non-instructional time. Non-curriculum clubs are student initiated. Their
21 meetings, ideas and activities are not sponsored or endorsed in any way by the Board,
22 the schools, or by school or District employees. The District does not accept any
23 responsibility or liability for non-curriculum clubs.

24
25 Authority

26
27 This policy is authorized by and based on:

- 28
29 A. Federal Equal Access Act, 20 U.S.C. §4071
30 B. Idaho Code 33-1608 through 33-1612

31
32 Definitions

- 33
34 A. “Administrator” means the school principal or assistant principal.
35
36 B. “Advisor” means the faculty member working with curriculum or non-curriculum
37 club to ensure compliance with this policy.
38
39 C. “Board” means the Joint School District No. 2 Board of Trustees
40
41 D. “Closed forum” means allowing only curriculum clubs.
42
43 E. “Club” means any student organization that meets during non-instructional time.
44
45 F. “Curriculum club” means a club:
46 i. whose subject matter is taught or will soon be taught in a regular course;
47 ii. whose subject matter concerns the body of courses as a whole;
48 iii. That may receive leadership, direction, and support from the school and the
49 District
50
51 G. “District” means Joint School District No. 2.
52
53 H. “Limited open-forum” means allowing both curriculum and lawful non-curriculum
54 clubs.

- 55 I. “Non-curriculum club” means any club whose subject or purpose is not included
 56 in the definition of a curriculum club. Non-curriculum clubs are student initiated.
 57 Their meetings, ideas and activities are not sponsored or endorsed in any way by
 58 the Board, the school, or District employees.
 59
- 60 J. “Non-instructional time” means time set aside by the school before actual
 61 classroom instruction begins, at lunch, or after actual classroom instruction
 62 ends.
 63
- 64 K. “Superintendent” means the Superintendent of Joint School District No. 2.
 65

66 Application for Authorization for Curriculum and Non-Curriculum Clubs
 67

68 A. Authorization for Curriculum Clubs

69 Curriculum clubs shall have a minimum of seven (7) members.
 70 Faculty members or students proposing curriculum clubs must submit written
 71 application for authorization on the District Club Authorization Form no later
 72 than the end of the first semester of the year of the club’s inception. Written
 73 application for authorization of curriculum clubs must include:
 74

- 75 i. Proposed club name;
 76 ii. Statement of the club’s purpose, goals, and activities indicating all of the
 77 following that may apply:
 78 • athletic
 79 • business/economic/technology
 80 • agriculture
 81 • art/music/performance
 82 • leadership
 83 • science
 84 • community service/social justice
 85 • professional technical
 86 • other
 87 iii. Proposed meeting times, dates, and places; and
 88 iv. The proposed club charter, constitution, or bylaws which shall include at least:
 89 • the rules of organization,
 90 • the election of officers,
 91 • voting procedures,
 92 • objective membership criteria,
 93 • meeting rules of order,
 94 • procedures for amending the rules,
 95 • attendance requirements,
 96 • letter award requirements, and
 97 • financial statement.
 98

99 B. Annual Authorization for Non-Curriculum Clubs
 100

101 Non-curriculum clubs should have a minimum of seven (7) members. Students
 102 proposing non-curriculum clubs must submit written application for authorization
 103 on the District Club Authorization Form no later than the end of the first semester
 104 of the year of the club’s inception. Written application for authorization of non-
 105 curriculum clubs must include:
 106

- 107 i. Proposed club name;
- 108 ii. Statement of the club's purpose, goals, and activities indicating all of the
- 109 following that may apply:
- 110 • athletic
- 111 • business/economic/technology
- 112 • agriculture
- 113 • art/music/performance
- 114 • leadership
- 115 • science
- 116 • religious
- 117 • community service/social justice
- 118 • professional technical
- 119 • other
- 120 iii. Proposed meeting times, dates, and places; and
- 121 iv. The proposed club charter, constitution, or bylaws which shall include at least:
- 122 • the rules of organization,
- 123 • the election of officers,
- 124 • voting procedures,
- 125 • objective membership criteria,
- 126 • meeting rules of order,
- 127 • procedures for amending the rules,
- 128 • attendance requirements,
- 129 • letter award requirements, and
- 130 • financial statement.
- 131

132 Review of Applications for Curriculum and Non-Curriculum Clubs

133

134 A. Application Approval

135

136 Applications will first be reviewed by Building Administrator and then by the

137 Regional Director.

138

139 Application approval comes from the administrator, and Regional Director.

140

141 B. Procedures for Reviewing Applications for Curriculum Clubs

142

143 The administrator shall review applications for authorization of curriculum clubs

144 on a case-by-case basis. Before granting authorization, the administrator must

145 find: (1) that the proposed club would meet this policy's definition of curriculum

146 club and (2) that the proposed club's purpose and activities comply with this

147 policy.

148

149 The administrator may request additional information from the faculty advisor,

150 or from students proposing the club.

151

152 i. Determining Curriculum Relatedness

153

154 The administrator determines curriculum relatedness by strictly applying this

155 policy's definition of curriculum club to the club application. If the administrator

156 finds that the proposed club is a curriculum club, the administrator shall

157 continue to review the application as an application for a curriculum club. If the

158 administrator finds that the proposed club is a non-curriculum club, the

159 administrator may return the application to the faculty member or students
160 proposing the club for amendment, or review the application as an application
161 for a non-curriculum club.
162

163 ii. Purpose and Activities for Curriculum Clubs
164

165 The administrator shall deny authorization to any club or require changes prior
166 to granting authorization if the administrator finds that its purpose or activities
167 would:
168

- 169 1. Violate the law, regulation or administrative rules or advocate such
170 imminent violation of laws, regulations or administrative rules or
171 involving presentations in violation of laws, regulations or
172 administrative rules or contrary to the District's curriculum on sex
173 education or privacy rights of individuals or families. This
174 restriction does not apply to:
 - 175 a. Appropriate discussions concerning the changing of laws,
176 regulations or rules, or to actions taken through appropriate
177 channels or procedures to effectuate such changes.
 - 178 b. Discussion as to Sexual Orientation including such subjects
179 as combating unfair treatment, prejudices or stereotypes.
 - 180 c. General discussions on sexually related topics.
- 181 2. Harass or denigrate any person or advocate such imminent
182 action.
183
- 184 3. Intend to cause a person to fear to freely exercise or enjoy any
185 right secured by the Constitution or laws of the United States or
186 the state of Idaho, or advocate such imminent action.
187
- 188 4. Include any effort to engage in or conduct mental health therapy,
189 medical services, counseling, or psychological services for which
190 a license would be required.
191
- 192 a. The administrator may request information and shall require
193 changes in a club's proposed purpose or activities which the
194 administrator finds necessary to:
 - 195 1. prevent any material and/or substantial interference with
196 the orderly operation of the school;
 - 197 2. protect the well-being of students and faculty;
 - 198 3. ensure compliance with all applicable state and federal
199 laws, rules, regulations and policies;
 - 200 4. maintain order and discipline;
 - 201 5. protect the rights of parents and students;
 - 202 6. maintain boundaries of socially appropriate behavior; or
 - 203 7. restrict activities harmful to the school's educational
204 mission.
- 205 b. In deciding the purpose and activities of clubs, students
206 should consider ways in which the club can be of service to
207 the school or community.
208
209
210

211
212
213
214
215
216
217
218
219
220
221
222
223
224
225
226
227
228
229
230
231
232
233
234
235
236
237
238
239
240
241
242
243
244
245
246
247
248
249
250
251
252
253
254
255
256
257
258
259
260
261

iii. Names for Curriculum Clubs

The administrator shall approve the proposed names of curriculum clubs, as stated in the club application, consistent with law and policy.

C. Procedures for Reviewing Applications for Non-Curriculum Clubs

The administrator shall review applications for authorization of non-curriculum clubs on a case-by-case basis. Before granting authorization, the administrator must find: (1) the proposed club's purpose and activities are lawful and comply with this policy and (2) the application otherwise complies with all other provisions and requirements of this policy. The administrator may request additional information from the individuals who are proposing the club.

i. Purpose and Activities of Non-Curriculum Clubs

The administrator shall deny authorization to any club or require changes prior to granting authorization if the administrator finds that its purpose or activities could:

1. Violate the law, regulation or administrative rules or advocate such imminent violation of laws, regulations or administrative rules or involving presentations in violations of law, regulations or administrative rules or contrary to the District's curriculum on sex education or privacy rights of individuals or families. This restriction does not apply to:
 - a. Appropriate discussions concerning the changing of laws, regulations, or rules, or to actions taken through appropriate channels or procedures to effectuate such changes.
 - b. Discussion as to Sexual Orientation including such subjects as combating unfair treatment, prejudices, or stereotypes.
 - c. General discussions on sexually related topics.
2. Harass or denigrate any person or advocate such imminent action.
3. Intend to cause a person to fear to freely exercise or enjoy any right secured by the Constitution or laws of the United States or the state of Idaho, or advocate such imminent action.
4. Include any effort to engage in or conduct mental health therapy, medical services, counseling, or psychological services for which a license would be required.
 - a. The administrator may request information and shall require changes in a club's proposed purpose or activities which the administrator finds necessary to:
 1. Prevent any material and/or substantial interference with the orderly operation of the school;
 2. Protect the well-being of students and faculty;

- 262 3. Ensure compliance with all applicable laws, rules, regulations,
 263 and policies;
 264
 265 4. Maintain order and discipline;
 266
 267 5. Protect the rights of parents and students;
 268
 269 6. Maintain boundaries of socially appropriate behavior; or
 270
 271 7. Restrict activities harmful to the school's educational
 272 mission.
 273
 274 b. In deciding the purpose and activities of clubs, students should
 275 consider ways in which the club can be of service to the school or
 276 community.
 277

278 ii. Names for Non-Curriculum Clubs
 279

280 The administrator shall deny authorization of a club's name, or require
 281 changes prior to granting authorization, if the administrator finds that the
 282 proposed name:

- 283
 284 a. Does not reasonably reflect the nature, purposes, and activities of the
 285 club,
 286
 287 b. Implies violation of (i)(A) of this section, or
 288
 289 c. Implies inappropriate association with outside organizations or groups
 290 and/or engaged in a patent, copyright or trademark infringement.
 291

292 Granting or Denying Authorization
 293

294 The administrator shall grant authorization to proposed curriculum and non-curriculum
 295 clubs whose applications are found to meet the requirements of this policy and shall
 296 deny authorization to proposed clubs which do not.
 297

298 Authorized Curriculum and Non-Curriculum Clubs
 299

300 A. Faculty Oversight
 301

302 There must be a volunteer faculty member for each curriculum and non-
 303 curriculum club to provide oversight consistent with this policy and the needs of
 304 the school. If there is not any faculty volunteer the club may not exist.
 305

306 i. Curriculum Clubs
 307

308 Faculty advisors organize and direct the purpose and activities of the
 309 curriculum club and ensure compliance with the approved club charter,
 310 constitution or bylaws and with all applicable laws, rules and policies of the
 311 District.
 312
 313
 314

315 ii. Non-Curriculum Clubs
316 Faculty advisors provide oversight to ensure compliance with the approved
317 club charter, constitution, or bylaws and with applicable laws, rules, and this
318 policy.
319

320 B. Insurance/High Risk

321
322 If the District's insurance carrier considers the club or organization to be high
323 risk and is likely to increase the district's insurance rate as a result of adding the
324 club or organization, the administrator and/or director will not approve.
325

326 C. Facilities

327
328 The administrator will determine and assign facilities for curriculum-related and
329 non-curriculum related clubs consistent with the facility availability and facility
330 needs of the school.
331

332 i. Curriculum Clubs

- 333
334 a. In assigning facilities, the administrator may give priority to curriculum
335 clubs over non-curriculum clubs.
336
337 b. The school may provide financial or other support to curriculum clubs.
338

339 ii. Non-Curriculum Clubs

- 340
341 a. No preference or priority shall be given among non-curriculum clubs. All
342 shall be treated the same and there shall be no discrimination between
343 clubs in making such determinations.
344
345 b. The school shall provide only the space for non-curriculum club meetings.
346 No other expenditure of public funds is authorized or will occur.
347
348 c. In order to establish facilities use schedules and provide for custodial and
349 janitorial needs, each school may establish the non-instructional times
350 during which non-curriculum clubs may meet (e.g. Non-curriculum club
351 meetings at Excellent High School will be scheduled between 2:30 and
352 6:00 PM Monday through Friday). Such shall be non-discriminatory,
353 equally determined and with a goal towards providing the greatest
354 flexibility and opportunity for all non-curriculum clubs to meet.
355
356 d. Each school may set the number of hours non-curriculum clubs may meet
357 per month except that all non-curriculum clubs must be treated equally
358 (e.g. Up to 4 hours of meetings per month may be scheduled for
359 individual non-curriculum clubs at Excellent High School).
360

361 D. Communications

362
363 i. Curriculum Clubs

364
365 Each administrator shall determine what access curriculum clubs shall be
366 given to the school newspaper, yearbook, bulletin boards, public address

367 system, etc. Access for all curriculum clubs shall be equal and there shall be
368 no discrimination between clubs in making any such access or use
369 determinations.
370

371 ii. Non-Curriculum Clubs
372

373 Each administrator shall determine what access non-curriculum clubs shall be
374 given to the school newspaper, yearbook, bulletin boards, public address
375 system, etc. Access for all non-curriculum clubs shall be equal and there shall
376 be no discrimination between clubs in making any such access or use
377 determinations.
378

379 E. Membership
380

381 i. Curriculum Clubs

382 Each student must meet all eligibility requirements including:

- 383 a. Academic,
- 384 b. Drug and alcohol, and
- 385 c. Student handbook regulations.
386

387 Membership in individual curriculum clubs is governed by the following
388 guidelines:
389

- 390 a. Membership is limited to students who are currently registered in the
391 District
392
- 393 b. Clubs may require that prospective members try out based on objective
394 criteria outlined in the application materials. Try-outs shall not require
395 activities which violate laws, policies, or regulations of the State or
396 District.
397
- 398 c. Membership may not be limited on the basis of race, religion, gender,
399 ethnicity, national origin, disability, or any other state or federally
400 recognized protected classification as such may change or grow from
401 time to time.
402

403 ii. Non-Curriculum Clubs

404 Each student must meet all eligibility requirements including:

- 405 a. Academic,
- 406 b. Drug and alcohol, and
- 407 c. Student handbook regulations.
408

409 Membership in individual non-curriculum clubs is governed by the following
410 guidelines:
411

- 412 a. Membership is limited to students who are currently registered in the
413 school.
414
- 415 b. Clubs may require that prospective members try out based on objective
416 criteria outlined in the application materials. Try-outs shall not require
417 activities which violate laws, policies, or regulations of the State or
418 District.

- 419
420 c. Membership may not be limited on the basis of race, religion, gender;
421 ethnicity, national origin, or disability or any other state or federally
422 recognized protected classification as such may change or grow from
423 time to time.
424
425 d. Attendance or participation in club meetings or activities is limited to
426 members, except that non-school persons may attend on occasion to
427 make presentations if approved in advance by the administrator. Non-
428 school persons shall not direct, conduct, control, or regularly attend
429 meetings or activities of clubs.
430

431 Review of Authorization

432
433 The administrator shall investigate any report or allegation that an authorized curriculum
434 or non-curriculum club is participating in activities beyond the scope of its charter,
435 constitution, or bylaws, or is in violation of any applicable law, rule, regulation, or policy.
436 After meeting with the faculty advisor and the students involved, the administrator may
437 do any of the following:
438

- 439 A. Allow the original charter, constitution, or bylaws to be modified to include the
440 activities if they are in compliance with the law, rules, regulations or policies;
441
442 B. Instruct the advisor not to allow similar violations in future;
443
444 C. Suspend the club's authorization pending further corrective action as determined
445 by the administrator; or
446
447 D. Terminate the club's authorization.
448

449 Appeal of Decisions Affecting Curriculum and Non-Curriculum Clubs

450 Any student directly affected by a decision made under this policy may appeal the
451 decision by writing to the District Assistant Superintendent.
452

453 Evaluation

454 The Board will evaluate this policy annually at the board meeting closest to the date of
455 the policy's adoption. Factors to be considered shall include, but not be limited to:
456

- 457 A. The number and types of clubs, including clubs which existed prior to the policy's
458 adoption and those authorized thereafter;
459
460 B. Time spent by administrators managing this policy;
461
462 C. Faculty time spent advising clubs;
463
464 D. Class time used for club related activities such as announcements;
465
466 E. Value of clubs to the education and leadership of District students.
467
468
469
470
471

472 CLUB REVIEW

473 A formal review of clubs approved by the end of the first semester of the 2011-12 school
474 year will be conducted on a staggered schedule to determine each club's status and
475 compliance with this policy.

476
477 A formal review of all clubs approved each subsequent year will be conducted every four
478 (4) years to determine each club's status and compliance with this policy.

479

480 Right to Close the Forum

481 The Board reserves the right to create a "closed forum" at any time during the school
482 year or at any other time by allowing curriculum clubs only.

483

484

485

486

487

488

489

490

491

492

493 Date of Revision:

494 12/16/08; 10/25/11

495

496

497

Legal Reference: Code of Idaho
33-1608 through 33-1612
Federal Equal Access Act,
20 U.S.C. §4071