

**STUDENT ORGANIZATIONS AND EQUAL ACCESS****A. Purpose and Scope**

School sponsored and student-initiated organizations reinforce the instructional program, give students practice in democratic self-government and provide social and recreational activities. Student organizations also serve to honor outstanding student achievement and enhance school spirit and students' sense of belonging.

**B. General****1. School Sponsorship**

School-sponsored student organizations must be organized at the school, have a certificated advisor, be composed completely of current student body members and be approved by the Superintendent or designee in accordance with Governing Board policy. They shall hold the majority of their meetings at school and have a democratic plan for the selection of officers. Organization activities shall not conflict with the authority and responsibilities of school officials.

**2. Student-initiated**

The Superintendent or designee shall not deny any student-initiated group access to school facilities during non-instructional time on the basis of religious, political, philosophical or any other content to be addressed at such meetings. Such meetings shall not interfere with regular school activities.

**C. Forms Used & Additional References**

1. District Approved Application Form
2. Facilities Used Form

**D. Procedures****1. School sponsorship**

The principal or designee shall direct any group of students seeking recognition as a student organization to submit a district-approved application form which includes the following information:

- a. Name of the organization and names of student contacts

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- b. A statement of the organization's purposes, objectives and activities
- c. Name of staff sponsor, and a description of the function of staff adviser in the promotion, supervision and leadership of the group. The principal shall have final authority in determining the assignment and role of the staff adviser.
- d. The proposed dates, times, and location of meetings.
- e. Any special equipment to be used.
- f. A description of the qualifications for membership, if any
- g. If a curriculum-related group, a statement of the relation of the club to the curriculum and/or instructional program.

The principal or designee shall establish school rules governing the meetings of curriculum-related groups. Such rules may vary depending on the circumstances that apply, such as whether or not academic credit is given for participation in the group.

**2. Student-initiated**

The following criteria must be met for these meetings: (20 U.S.C. 4071, 4072)

- a. The meeting shall be voluntary and student-initiated.
- b. There shall be no sponsorship of the meeting by the school or staff. The school or staff shall not promote, lead, or participate in a meeting. The assignment of a teacher, administrator, or other school employee to a meeting for custodial purposes shall not constitute sponsorship of the meeting.
- c. Employees of the school shall be present at religious meetings only in a non-participatory capacity.
- d. The meeting shall not materially and substantially interfere with the orderly conduct of educational activities within the school.
- e. Non-school persons shall not direct, conduct, control, or regularly attend activities of student groups.

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School staff may be assigned voluntarily to observe meetings for purposes of maintaining order and protecting student safety. Students shall leave the meeting place in a clean, orderly and secure condition after their meetings. (20 U.S.C. 4071).

The Superintendent/designee may deny the use of facilities to any groups that he/she believes will disrupt the school program or threaten the health and safety of students and staff. (20 U.S.C. 4071). The Superintendent or designee may deny the use of facilities if a voluntary staff member is unavailable to maintain order and protect student safety.

Meetings held within the limited open forum shall entail no expenditure of public funds beyond the incidental cost of providing the meeting space. (20 U.S.C. 4071 [d])

**3. Hazing**

No student shall conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student. Persons violating this regulation shall be subject to district discipline and penalties specified in law. (Education Code 32051).

**E. Reports Required**

Club Bylaws

**F. Record Retention**

None

**G. Responsible Administrative Unit**

Educational Services  
Site Principal  
Student Services

**H. Approved by Administration of Division**

Assistant Superintendent of Educational Services