

STUDENT EXPRESSION:
USE OF SCHOOL FACILITIES FOR NONSCHOOL PURPOSES

FNAB
(REGULATION)

NONCURRICULUM-
RELATED
ORGANIZATIONS

Students in secondary grades who wish to initiate a group or club under the limited open forum status (see Board policy FNAB) may do so by submitting an "Application for Use of School Facilities by Noncurriculum-Related Student Groups/Clubs" to the principal for consideration. (See Exhibit A) The application shall include proposed dates, times, and a location for the group/club to meet and a proposed employee monitor, if known. The student(s) should furnish a constitution, charter, set of by-laws, and/or the organization's plan of operation along with the application.

MONITOR(S)

The group or club must have a campus employee monitor who is either a volunteer or is appointed by the principal who will attend all meetings and activities. An appropriate number of monitors shall be assigned according to the size of the group. No monitor or other employee of the District will be required to attend a meeting if the content of the speech at the meeting is contrary to the beliefs of the monitor. When an employee monitor cannot be found, the group will not be allowed to meet.

RESPONSIBILITIES OF
MONITOR(S)

The employee monitor(s) will be responsible for maintaining order and student behavior at all meetings and activities. The monitor(s) shall maintain attendance sheets for each meeting. The monitor(s) shall supervise the student(s) designated to control the group/club funds and ensure appropriate use. The monitor will not be affiliated with, nor actively participate in the student organization. The monitor's role prohibits any involvement in planning, advertising, or facilitating the group's meetings and/or activities. Failure to adhere to the responsibilities and/or restrictions specified will result in the employee's removal from the position of monitor.

If an employee is removed from a monitoring role, the group will be disbanded if another employee cannot be found to monitor the group.

An employee serving as a monitor will be required to sign a form accepting the role and acknowledging the responsibilities and limitations of the position. (See Exhibit B)

RESPONSIBILITIES OF
PRINCIPAL

The principal and/or the principal's designee will review the "Application for Use of School Facilities by Noncurriculum-Related Student Groups/Clubs" and determine whether the group will be allowed to meet. Within two weeks of receipt of the application, the principal and/or the principal's designee will notify the student(s) initiating the request regarding approval. The principal and/or the principal's designee will attempt to appoint an employee monitor if one is not designated. However, an employee cannot be required to serve as a monitor. If no monitor is found, the student group cannot meet.

The principal or principal's designee will keep a file on all noncurriculum-related student groups meeting on the campus. The file will include the application indicating the approved date/time/place for meetings, a copy of the constitution, charter, set of by-laws and/or organization's plan of operation, and name(s) of the employee monitor(s).

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MEMBERSHIP	Membership in each noncurriculum-related student group must be open to all students and must not discriminate in any manner. Membership is restricted to students currently enrolled at the campus where the group plans to meet.
FINANCIAL RESPONSIBILITIES	The group members shall be responsible for managing any fees, dues, or other funds maintained by the group. The group shall establish guidelines for the use of any funds maintained as well as accurate record keeping. The District will not assume responsibility for maintaining financial accounts for noncurriculum-related student groups.
MEETINGS	<p>Meetings of noncurriculum-related student groups are subject to the following guidelines:</p> <ol style="list-style-type: none">1. Attendance at meetings is voluntary, and all meetings/activities will be student-initiated and student-led. An attendance sheet shall be maintained for all meetings and kept on file with the monitor(s).2. Meetings will be held during noninstructional time before or after school within the normal duty day for personnel. This will normally include approximately one-half hour before the start of the school day and one-half hour following the end of the school day, depending on building schedules.3. The designated employee monitor(s) must be present at meetings and activities. Monitors are only present in a non-participatory capacity to maintain order and monitor student behavior.4. Meetings will not interfere with the orderly conduct of educational activities within the school. School-sponsored activities have a higher degree of priority and take precedence should the designated meeting place be needed and notice will be given at the earliest possible time.5. Attendance at meetings or activities shall not result in additional or special student transportation provided at District expense.6. The cost of repair for any damage to District property incurred during such meetings will be borne by the student(s) responsible and may result in denial of future access to the building.7. While on campus, students are expected to conduct themselves according to the standards established in the Board-approved <i>Discipline Management Plan and Student Code of Conduct</i>.
GUESTS	Guests and/or outside speakers are not permitted at meetings of noncurriculum-related student groups or clubs. Provisions for designated public forums are addressed in GKC (REGULATION).

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DISSEMINATING
INFORMATION

Nonschool-related groups/clubs may make announcements and/or distribute/post information in the same manner as any other nonschool-sponsored activities on the campus as determined by the campus principal. Posted information shall be in a designated area for a specified amount of

time. [See FNAA (REG)] Violations to the campus guidelines may result in disciplinary actions.

PROBATION/
TERMINATION

The campus principal or principal's designee maintains the right to place a group on probation or to terminate the privilege of meeting on campus for problems that have risen or for violations of school policy.