

KALISPELL PUBLIC SCHOOLS STUDENT CLUB APPLICATION – POLICY 3550F

This application is to request approval of a student club at Kalispell Public Schools. The application must be fully completed for the application to be considered. Incomplete or incorrectly prepared applications will not be considered. All applications will be considered in accordance with District Policy 3550 and District guidelines. Copies of the policy and guidelines can be obtained at: www.sd5.k12.mt.us. Approved clubs that violate District Policy, Montana law or federal law are subject to suspension or termination.

Step 1. General Club Information

Name of School _____

Application for: _____ New Club _____ Club Renewal **Type of Club:** _____ Curricular Club _____ Non-Curricular Club

Proposed Club Name: _____

Proposed Club Supervisor Name: _____

Faculty supervisors do not sponsor or participate in non-curricular clubs; however, an adult supervisor must be present.

Step 2. Club's bylaws, charter, or statement of purpose.

Please outline the rules and procedures under which the club will operate. This may include but are not limited to bylaws, membership expectations, or a national charter. If the bylaws are not available yet, a detailed statement of purpose can be provided.

Step 3. Basis for Curriculum Related Status *(For consideration as a curricular club. Groups that do not satisfy this step may be permitted to operate as a non-curricular student group.)*

To be approved as a curricular club, the club must be based upon an aspect of the school's curriculum or the functions of the club must enhance a course offered at the school. Please provide a description of why the proposed club should be designated as a curricular club providing specific facts supporting such status.

Step 4. Time, frequency, location, and notice of anticipated club meetings and functions

Please provide a statement of the proposed use of school facilities, including the specific areas or facilities of the school for which use is requested and the proposed nature of the use of those facilities. Describe any examples of materials which the club plans to use to tell students about the club's existence or to invite students to join.

Step 5. Submission and Acknowledgement

By signing this application form the students and advisor acknowledge that the club's members and operations will adhere to applicable Board policies and administrative procedures governing curricular clubs.

_____/_____
Requesting Student Signature Date

_____/_____
Proposed Supervisor Signature Date

Printed Full Name

Printed Full Name

FOR SCHOOL DISTRICT USE ONLY

Application Received _____ Date _____

Approved as Curricular Club _____ Date _____

Operating as Non-Curricular Student Group _____ Date: _____

The administration will retain all records related to this application. The administration will report to the requesting students, advisor, and Board of Trustees when new curricular student clubs have been approved.