



Appendix A: Annual Application for the Establishment of a Non-Curriculum Related Student Group, Club or Organization

Prior to any meeting, students desiring to form or continue a non-curriculum related student group, club or organization to meet on school premises must file this written request with the campus principal or designee.

The establishment of a non-curriculum-related student group, club or organization and its meetings must be voluntary and student - initiated. Non-school persons shall not direct, conduct, control, or regularly attend activities of such groups. Neither the school nor any school employees may endorse or promote such groups and school employees or assigned Monitors may only be present at meetings in a non-participatory capacity. Meetings of non-curriculum related student groups may not materially and substantially interfere with the orderly conduct of educational activities within the school. Requests shall be subject to the approval of the principal based on the availability of suitable meeting space and compliance with BISD Board policy (FNAB Local). No club or organization shall be authorized that, by virtue of its purposes, goals, or activities, promotes, encourages, or condones, directly or indirectly, participation in any conduct by students that is classified as a criminal offense under Texas law, or that poses a risk to the health, safety, or welfare of students (including but not limited to sexual activity by minors). Failure on non-curriculum-related student groups to comply with applicable rules may result in the loss of the right to meet on school premises and/or other sanctions as determined by the Principal or designee. Applications for establishing an organization must be submitted and approved annually.

Name of group, club, or organization: _____

Date filed: _____

Statement of the group’s purposes, goals, and activities:

Description of any funding or assistance received from, or affiliation with, any non-student or non-student group:

Schedule of proposed meeting place, day, and times:

List of group members with at least 10 student signatures:

All members must have written parental permission included with this application.

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

Name of teacher who has agreed to serve as the Staff Monitor*: _____

**A campus professional staff member cannot be forced to serve. If no campus professional staff member is willing to serve, the group cannot meet.*

By signing and submitting this application, the named non-curriculum student group agrees that the group is not sponsored by the school or the Boerne Independent School District and shall in no way imply to students or to the public that they are school sponsored. All letterheads, flyers, posters, or other communications that identify the group shall contain the following disclaimer:

The _____ student group, club or organization is a student-initiated group and meets on the campus during non-instructional hours in an assigned area, and is not sponsored by _____ school or the Boerne Independent School District.

Student Acknowledgement

I (we) understand that the activities of the group/club described above will be governed by the District guidelines specified in the administrative regulation at FNAB and any additional campus guidelines imposed. I (we) understand that off-campus activities arranged by the non-curriculum-related student group do not fall under the jurisdiction of the school, and the monitor is not provided for off-campus activities. Furthermore, the school has no liability in relation to on- or off-campus activities. I (we) have read the guidelines in the district Non-Curriculum Related Clubs Handbook and agree to abide by them at all times.

Student Signatures

1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

- Please attach a copy of the by-laws, for the non-curriculum-related student group/club.
- Please attach a copy of the **Employee Acceptance and Acknowledgment to Serve as Monitor Non-Curriculum-Related Student Groups/Clubs** form.
- Please attach a copy of the **Permission Form for Participation in a Student Club** form for each student listed above.