

Green Township School District Extra-Curricular Guide



26/27 School Year

*Please note that this guide will be updated with the most up to date information available. If you have any questions please contact Mr. Bollette, School Principal, or the Club Advisor with any specific questions.

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Vision, Mission, and Goals

The Green Township School District offers a wide variety of activities for students to participate in to compliment academic coursework and extend beyond the framework of traditional academic courses of study. These activities serve a critical role in providing the students with a diversity of learning experiences.

Vision

Empower students and staff to embrace their individual strengths in a safe, supportive environment that fosters a love of learning while pursuing their full potential.

Mission

Green Township School District educates every student to become a confident and caring life-long learner who communicates effectively and contributes positively to the evolving needs of society. The district, in partnership with the community, promotes academic excellence and equitable opportunities for all students.

2026-2027 District Goals

Goal 1: By April 2027, all staff will be provided with targeted supports, professional learning, and training on creating and implementing benchmark assessments to support and promote student achievement in literacy relevant to their area of instruction.

Goal 2: By April 2027, all staff will be provided with targeted supports, professional learning, and training on creating and implementing benchmark assessments to support and promote student achievement in mathematics relevant to their area of instruction.

Goal 3: By April 2027, all staff will be provided with opportunities and training on best practices including the support and extension of resources to improve Attendance, Belonging, School Pride and Connection as part of our commitment to the development of Social Emotional Learning and Well Being for all students.

Extra-Curricular Activities and Parent Permission

The Green Township School District values the partnership between the home and the school. As an elementary and middle school educational program, we are committed to ensuring the highest levels of transparency and communication to promote student success and achievement. All extra-curricular activities will require explicit parent approval in order for a student to participate in the activity. This approval will be uniformly implemented for all sports and activities via permission slip. This permission slip will be handed out in paper copy or submitted via Google Form and retained by the advisor for the school year.

Signups for clubs, sports teams, arts programs, student government, and theater events will be announced over the loud speaker, shared in classrooms, posted in the middle school hallway, and conveyed via update by the principal to parents via email. Students will be able to sign up for sports, theater, student government, and arts in the middle school hallway. Other clubs and activities included in this guidebook will require a parent to reach out to the advisor directly to sign up their child. A permission slip is required for any activity beyond the regular daily school experience.

Universal Extra-Curricular Permission Slip

_____ (Activity)

I, _____ (Parent/Guardian Name) give my permission for my child

_____ (Child’s Name) to participate in

_____ (Name of Extra-curricular Club or Activity).

_____ (Date)

_____ (Signature)

_____ (Phone Number)

_____ (Email Address)

Acceptance Alliance

Activity Name	Acceptance Alliance
Purpose of Planned Activity	The Acceptance Alliance provides a place where everyone belongs. Students who identify as LGBTQ, their allies, and those who want to create a supportive community are invited.
Faculty Advisor	Marybeth Stiles and Jon Paul Bollette
Facility Use	Mrs. Stiles room
Time Frame of Activity	September to June
Meeting Dates	Varies, depending on student availability
Meeting Times, Will this activity occur during the day or after school?	Meetings will take place during the school day, depending on student schedules. Meetings will not take place during academic classes.
Support Personnel Required	The need for support personnel would depend on the individual students who express an interest in participating in the program.
Description of Activities	The Acceptance Alliance students will discuss ideas to foster a greater sense of acceptance for all students in the school community. Activities may include, but are not limited to, locating books by LGBTQ authors and researching important historical figures who were members of the LGBTQ community. Organize charitable drives to support local organizations. Activities will be student directed and facilitated by the club advisors.
Estimation of the costs, if any, that the activity with incur	None
Statement as to whether or not the proposed activity will involve fundraising	None
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	There are no official officers. Organizational decisions are made by advisors.
The number of students who intend to participate in the activity	TBD
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 6-8 Students who are interested in participating in line with student criteria outlined in policy 2430.
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Parents of students who sign up for the club will receive updates regarding club activities via email.
Student Sign Ups, How will student sign ups occur?	Parents/guardians must email Mrs. Stiles or Mr. Bollette to express interest on behalf of their child.
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Student participation will be monitored according to the rules set forth in policy 2430.

Art Club

Activity Name	Art Club
Purpose of Planned Activity	To allow students to create artworks of their choice.
Faculty Advisor	Justin Wynne
Facility Use	Art Room - 407
Time Frame of Activity	September to June 3:20 PM to 4:30 PM
Meeting Dates	5th- Mondays 6th- Tuesdays 7th- Wednesdays 8th-Thursdays
Meeting Times, Will this activity occur during the day or after school?	After School
Support Personnel Required	None
Description of Activities	Students come to the art room after school to work on their art pieces. Art takes time, and this club allows students more time to do what they love.
Estimation of the costs, if any, that the activity with incur	None
Statement as to whether or not the proposed activity will involve fundraising	Fundraising is done using Art to Remember.
Fundraising Involved in the Activity and a statement as to the use of the funds	Funds raised are used to purchase additional art supplies.
The manner in which student leaders will be chosen and organizational decisions will be made	There are no official officers. Organizational decisions are made by advisor.
The number of students who intend to participate in the activity	24
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 5-8 Students should love creating art and come to the art room with that intent and purpose.
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Online form with any relevant information to be shared and GHS News
Student Sign Ups, How will student sign ups occur?	Morning announcements, Announcements made during art classes, and GHS News
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Student participation will be monitored according to the rules set forth in policy 2430.

Band

Activity Name	Beginner Band and Advanced Band
Purpose of Planned Activity	To learn how to play together in an ensemble setting and to express their love of music with their instrument
Faculty Advisor	TBD
Facility Use	Music room – 408
Time Frame of Activity	September to May
Meeting Dates	One time a week on a rotational basis After School Rehearsals also an option
Meeting Times, Will this activity occur during the day or after school?	During school day on a Rotational Basis After School Rehearsals also an option
Support Personnel Required	None
Description of Activities	Students come to the music room during the assigned period for that week. Students learn and practice the songs for the concerts. Students will play in Winter and Spring Concerts.
Estimation of the costs, if any, that the activity with incur	None
Statement as to whether or not the proposed activity will involve fundraising	None
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	None
The number of students who intend to participate in the activity	20-35 (varies every year)
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 4-8 Love music and their instrument!
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Monthly Schedules will be emailed home.
Student Sign Ups, How will student sign ups occur?	Survey Monkey link will be emailed home.
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Student participation will be monitored according to the rules set forth in policy 2430.

Boys' Basketball

Activity Name	Boys' Basketball
Purpose of Planned Activity	Seasonal sport
Faculty Advisor / Assistant	Kyle Mosner – Coach Kim Pennington - Assistant Coach
Facility Use	Small and large gym
Time Frame of Activity	November to February
Meeting Dates	Monday to Thursday (occasionally Friday)
Meeting Times, Will this activity occur during the day or after school?	Practice 3:16-4:30 Games 3:16-5:30
Support Personnel Required	Assistant coach, scoreboard operator, activities monitor
Description of Activities	Practice, games, end of year tournament
Estimation of the costs, if any, that the activity with incur	Buses, referees
Statement as to whether or not the proposed activity will involve fundraising	No
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	Team captains are selected by the teammates.
The number of students who intend to participate in the activity	20 May require try outs and determinations about team size will impact the retention of all players for games. All players will be able to remain on team for practices/
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 5-8 Good academic standing Health Clearance
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Group email, GHS news and notes
Student Sign Ups, How will student sign ups occur?	Middle school hallway
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Students must maintain a C or higher to participate. Negative behaviors will include being benched during games &/or practices; parent conversations, and removal from the team as a last resort See Policy 2430

Chess Club

Activity Name	Chess Club
Purpose of Planned Activity	Play Chess with Peers
Faculty Advisor	TBD
Facility Use	Classrooms and Library
Time Frame of Activity	Throughout the Year
Meeting Dates	As staff is available, TBD
Meeting Times, Will this activity occur during the day or after school?	During Flex Time
Support Personnel Required	None
Description of Activities	Learn rules of chess, play against peers
Estimation of the costs, if any, that the activity with incur	\$200 for chess materials
Statement as to whether or not the proposed activity will involve fundraising	No
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	None
The number of students who intend to participate in the activity	20
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 6-8 Good academic standing
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Group email, GHS news and notes
Student Sign Ups, How will student sign ups occur?	Middle school hallway
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Students must maintain a C or higher to participate. Negative behaviors will include conversations with students, parent conversations, and removal from the group as a last resort See Policy 2430

Choir

Activity Name	Choir
Purpose of Planned Activity	An after school chorus that will learn to read music and how to sing. Students will learn how to sing melodies and harmonies, and how to sing for different types of vocal performances. The goal is for students to leave feeling confident in their singing abilities and prepared for a High School chorus.
Faculty Advisor	TBD
Facility Use	Music room, cafeteria
Time Frame of Activity	September-May
Meeting Dates	Tuesdays
Meeting Times, Will this activity occur during the day or after school?	After school until 4:30, subject to change due to academic schedule changes and performance proximity
Support Personnel Required	None
Description of Activities	Students will perform at the Veteran's day assemble, Winter Concert, Coffeehouse Night, Spring Concert
Estimation of the costs, if any, that the activity with incur	None
Statement as to whether or not the proposed activity will involve fundraising	Yes, Coffeehouse Night will serve as a fundraiser for Choir
Fundraising Involved in the Activity and a statement as to the use of the funds	Any funds raised from Coffeehouse Night will be used to purchase shirts for club members
The manner in which student leaders will be chosen and organizational decisions will be made	Student leaders will be chosen based on knowledge of individual performances and serve as helpers to those who may be struggling. Any and all executive decisions will be made by Miss Mull.
The number of students who intend to participate in the activity	23 Students
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 5-8
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Parents are notified via Google Classroom email list for any schedule changes or updates
Student Sign Ups, How will student sign ups occur?	Middle School Hallway
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Students who are doing poorly academically and/or behaviorally, or missing excessive amounts of school will not be able to participate until their behavior/grades have improved. Participants must be kind and supportive of each other; there will be zero tolerance for discrimination of any kind. See Policy 2430.

Drama / School Musical

Activity Name	School Musical
Purpose of Planned Activity	Put on a Middle School Musical
Faculty Advisor	Ms. Minervini, Ms. McKeown
Facility Use	Classroom, music room, stage
Time Frame of Activity	January-April
Meeting Dates	Daily depending on the characters needed.
Meeting Times, Will this activity occur during the day or after school?	After school
Support Personnel Required	Dependent on who auditions
Description of Activities	Students in the cast will practice singing and choreography as well as dialogue. Members of the crew will paint sets, move items, work the curtain, sound, and lights.
Estimation of the costs, if any, that the activity with incur	Approximately \$2000-3000 for costumes, props, musical materials and rights to the production.
Statement as to whether or not the proposed activity will involve fundraising	The talent show where half of the money goes to the drama program and half to the Physical Education program. The cost of the tickets help pay for the following year's show.
Fundraising Involved in the Activity and a statement as to the use of the funds	All funds raised go towards the purchase for the next years play. This included costume pieces, sets, props, giant curtain, rights and musical materials.
The manner in which student leaders will be chosen and organizational decisions will be made	Students in grades 7 and 8 audition for their parts. Student in grades 5 and 6 are part of the ensemble unless there is a part that couldn't be filled by the older students. In this case the younger students can audition.
The number of students who intend to participate in the activity	This has varied between 55-75 students yearly
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 5-8
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	A Google classroom is set up with the cast and crew. Parents are invited to join. Emails go home regularly, as well as printed schedules.
Student Sign Ups, How will student sign ups occur?	Usually a sign up is hung outside on a bulletin board. Many announcements are made to encourage participation. Once a student signs up, they are added to the Google Classroom.
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Students are given two weeks to bring up low grades. If they do not, they will be asked to leave the show. Students and parents sign a contract which states the consequences of unexcused absences, poor behavior, and low grades. See policy 2430.

E-Sports

Activity Name	E-Sports
Purpose of Planned Activity	E-sports can be used in schools to help students develop skills like teamwork, communication, and problem-solving.
Faculty Advisor	Justin Wynne
Facility Use	Room 109 - Tech Room
Time Frame of Activity	February- May
Meeting Dates	Smash Bros team meets once a week. Rocket League team meets once a week.
Meeting Times, Will this activity occur during the day or after school?	3:20 PM to 4:30 PM
Support Personnel Required	None
Description of Activities	Students will be playing video games in online matches. Games offered are Super Smash Brothers and Rocket League. Students then compete with local school districts.
Estimation of the costs, if any, that the activity with incur	\$1500 for two additional gaming computers. Computers are built in school. Students are shown how.
Statement as to whether or not the proposed activity will involve fundraising	None
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	Team captain are picked by the coach.
The number of students who intend to participate in the activity	Depends on competition size. Also depends on how many sign up. Coach determines team size.
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 6-8 Students must be able to handle losing in a match or game. Students must be able to show good sportsmanship as well. Grades must be maintained.
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	GHS News
Student Sign Ups, How will student sign ups occur?	Morning announcements, announcements in art class, and GHS news.
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	See policy 2430

Field Hockey

Activity Name	Field Hockey
Purpose of Planned Activity	Seasonal Sport
Faculty Advisor / Assistant	Michael Scott, Coach Ashley Van Haste, Assistant Coach
Facility Use	Field Hockey field, occasionally the gymnasium
Time Frame of Activity	September to October
Meeting Dates	Monday to Friday
Meeting Times, Will this activity occur during the day or after school?	3:16-4:30 practices 3:15-5:30 games
Support Personnel Required	assistant coach, activities monitor
Description of Activities	games and practices
Estimation of the costs, if any, that the activity with incur	bussing, referees
Statement as to whether or not the proposed activity will involve fundraising	None
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	team captains (coach selection)
The number of students who intend to participate in the activity	20
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 5-8 Good academic standing Health Clearance
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Group email, news and notes
Student Sign Ups, How will student sign ups occur?	Middle school hallway
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Students must maintain a C or higher to participate. Negative behaviors will include being benched during games &/or practices; parent conversations, and removal from the team as a last resort. See policy 2430.

Gardening Club

Activity Name	Gardening Club, Dig Into Fun with Garden Club!
Purpose of Planned Activity	Garden, Learn about Plants and Flowers, Lead Healthy Food initiatives for students
Faculty Advisors	Ms. Pittenger and Ms. Van Haste
Facility Use	Classrooms, Gym Spaces, Garden Spaces
Time Frame of Activity	It will be held after school— stay tuned for a schedule of when we'll be getting our hands dirty!
Meeting Dates	
Meeting Times, Will this activity occur during the day or after school?	After School
Support Personnel Required	None
Description of Activities	We're <i>rooting</i> for your child to join our after-school Garden Club, a hands-on program designed to help kids <i>grow</i> their knowledge of nature, plants, and teamwork — all while getting fresh air and sunshine! Each session will be <i>budding</i> with exciting activities, including: Learning the <i>parts of a plant</i> and what helps them thrive, <i>Planting</i> seeds and watching them sprout, Designing beautiful <i>floral bouquets</i>, Picking, tasting, and exploring edible plants, Working on garden projects that <i>blossom</i> through teamwork This club is perfect for young nature lovers who are ready to <i>dig deep</i> into the wonders of gardening. Let's <i>cultivate curiosity, nurture new skills, and grow together</i>- one plant at a time!
Estimation of the costs, if any, that the activity with incur	\$200 for club items
Statement as to whether or not the proposed activity will involve fundraising	No
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions made	None
The number of students who intend to participate in the activity	50 per session
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades K-8
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Group email, GHS news and notes
Student Sign Ups, How will student sign ups occur?	Via Email / Google Sign Up to Advisors
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	See Policy 2430

Girls' Basketball

Activity Name	Girls' Basketball
Purpose of Planned Activity	Seasonal Sport
Faculty Advisor / Assistant	Mike Scott, Coach Kristen Grzymko, Assistant Coach
Facility Use	Big and small gym, locker rooms
Time Frame of Activity	November - February
Meeting Dates	Monday to Thursday, Occasional Fridays
Meeting Times, Will this activity occur during the day or after school?	3:16 pm - 4:30 pm
Support Personnel Required	Coach & Assistant coach. Score board operator
Description of Activities	Practice, games, end of year tournament
Estimation of the costs, if any, that the activity with incur	Buses, referees
Statement as to whether or not the proposed activity will involve fundraising	No
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	Team captains are selected by the teammates.
The number of students who intend to participate in the activity	20 May require try outs and determinations about team size will impact the retention of all players for games. All players will be able to remain on team for practices/
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 5-8 Good academic standing Health Clearance
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Group email, GHS news and notes
Student Sign Ups, How will student sign ups occur?	Middle school hallway
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Students must maintain a C or higher to participate. Negative behaviors will include being benched during games &/or practices; parent conversations, and removal from the team as a last resort See Policy 2430

Glee

Activity Name	Glee
Purpose of Planned Activity	A middle school show choir
Faculty Advisor	Ms. Monahan
Facility Use	Classroom and stage
Time Frame of Activity	September to April with two concerts
Meeting Dates	Once a week on Thursday
Meeting Times, Will this activity occur during the day or after school?	After school. End times will vary between 4 - 4:30
Support Personnel Required	This depends on the students involved
Description of Activities	Glee is a middle school show choir that focuses on pop music and spectacle! The goal is to put on a fun performance.
Estimation of the costs, if any, that the activity will incur	This does not cost anything.
Statement as to whether or not the proposed activity will involve fundraising	None
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	Main vocal parts will be offered to 7 and 8 grade leaders first, but all students will have an opportunity to audition for solos at some point.
The number of students who intend to participate in the activity	Varies each year
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 5-8 Good academic standing Health Clearance
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Group email, GHS news and notes
Student Sign Ups, How will student sign ups occur?	Email home to parents with google form link
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Students must maintain a C or higher to participate. Negative behaviors will include being benched during games &/or practices; parent conversations, and removal from the team as a last resort See Policy 2430

Handbells

Activity Name	Handbells
Purpose of Planned Activity	An ensemble of bells
Faculty Advisor	Ms. Monahan
Facility Use	Music Room
Time Frame of Activity	September - May
Meeting Dates	Tuesdays
Meeting Times, Will this activity occur during the day or after school?	After school until 4:30, some changes will be made due to academic schedule and performance proximity
Support Personnel Required	None
Description of Activities	Learning to read music and how to play handbells. Performance opportunities include Veteran's Day assembly, Winter Concert, and Spring Concert
Estimation of the costs, if any, that the activity with incur	None
Statement as to whether or not the proposed activity will involve fundraising	None
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	Students who show up most consistently will be leaders of the ensemble
The number of students who intend to participate in the activity	15
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 5-8 Adequate attendance
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Parents are notified via email list regarding any schedule changes or updates
Student Sign Ups, How will student sign ups occur?	Signups are open year round, students/parents must contact rmonahan@greenhills.org or the google form to sign up
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Students who are doing poorly academically and/or behaviorally, or missing excessive amounts of school will not be able to participate until their behavior/grades have improved. See Policy 2430.

Mustang Zone

Activity Name	Mustang Zone
Purpose of Planned Activity	Students work on activities that strengthen the GHS Core Values and promote a positive school culture.
Faculty Advisor	Marybeth Stiles and Jon Paul Bollette
Facility Use	Music room, art room, Mrs. Stiles room, cafeteria, large gym
Time Frame of Activity	October – June
Meeting Dates	Varies depending on planned activities
Meeting Times, Will this activity occur during the day or after school?	Twice a month during the school day. Meeting times will vary based on student schedule and room availability.
Support Personnel Required	The need for support personnel would depend on the individual students who participate in Mustang Zone.
Description of Activities	Projects focused on community building including, but not limited to: bulletin boards, morning announcements, projects with elementary students, spirit week coordination, and organizing charitable drives to support local organizations, etc.
Estimation of the costs, if any, that the activity with incur	None
Statement as to whether or not the proposed activity will involve fundraising	None
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	There are no specific "officer" positions within Mustang Zone. Organizational decisions will be made by Mrs. Stiles & Mr. Bollette
The number of students who intend to participate in the activity	TBD
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 3 & 4 Any interested student is able to express interest in participating as long as the student criteria outlined in policy 2430 is met.
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	GHS News and Email
Student Sign Ups, How will student sign ups occur?	Parents/guardians must email Mrs. Stiles or Mr. Bollette to express interest on behalf of their child.
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Per policy 2430

Peer to Peer

Activity Name	Peer to Peer
Purpose of Planned Activity	This group offers opportunities for leadership development. The goal is to act as a catalyst for change in our community and school.
Faculty Advisor	Marybeth Stiles and Deb Ronsini
Facility Use	Meetings take place in the health room. Scooter City construction takes place in health room, outside, and in art room.
Time Frame of Activity	October – June
Meeting Dates	Meetings take place once or twice a week until 4:00 or 4:30, depending on student availability.
Meeting Times, Will this activity occur during the day or after school?	After school.
Support Personnel Required	The need for support personnel would depend on the individual students who participate in the program.
Description of Activities	Students plan outreach events to younger students throughout the year which are focused on topics chosen by the Peer Leaders and advisors such as friendship, conflict, respect, and inclusion.
Estimation of the costs, if any, that the activity will incur	Costs for Supplies, Materials, and Student Outreach Not to Exceed \$2,000
Statement as to whether or not the proposed activity will involve fundraising	Peer to Peer utilizes funding that is raised from Kids Heart Challenge and the talent show.
Fundraising Involved in the Activity and a statement as to the use of the funds	Any funds utilized by Peer to Peer from Kids Heart Challenge or the Talent Show are used to purchase supplies and materials for student outreaches, including Scooter City.
The manner in which student leaders will be chosen and organizational decisions will be made	There are no official officers in Peer to Peer. Organizational decisions are made by Mrs. Stiles and Ms. Ronsini.
The number of students who intend to participate in the activity	The number of students varies each year, but typical participation is between 20 - 30 students.
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 7-8 Any interested student is able to express interest in participating as long as the student criteria outlined in policy 2430 is met. If more than 30 students express an interest, it may be necessary to ask them to write an interest statement. Advisors may need to choose students based on written statement, teacher recommendation, past participation, and leadership experience.
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	GHS News and Email Updates
Student Sign Ups, How will student sign ups occur?	Parents/guardians must email Mrs. Stiles or Ms. Ronsini to express interest on behalf of their child.
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Student participation will be monitored according to the rules set forth in policy 2430.

Running Club

Activity Name	Running Club
Purpose of Planned Activity	3rd and 4th graders will be provided with a fun and age-appropriate 7-week schedule to help prepare for a 5K. The focus is on gradual progress, mixing walking and running to build endurance in a fun and engaging way. This program fosters resilience, self-awareness, and positivity. Participants will be equipped with tools for lifelong success!
Faculty Advisor	Tara Lavalley, Ashley VanHaste
Facility Use	Nature Path, classrooms, Gym, fields
Time Frame of Activity	Spring
Meeting Dates	TBD
Meeting Times, Will this activity occur during the day or after school?	After School-Once a week for about 45 minutes
Support Personnel Required	None
Description of Activities	Students will improve running skills while also learning about growth mindset, creating SMART goals, developing positive self-talk skills, identifying small habits that can have a big impact on their goals, exploring the value of encouraging others, and reflecting on personal growth
Estimation of the costs, if any, that the activity with incur	N/A
Statement as to whether or not the proposed activity will involve fundraising	No
Fundraising Involved in the Activity and a statement as to the use of the funds	No
The manner in which student leaders will be chosen and organizational decisions will be made	None
The number of students who intend to participate in the activity	40
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 3 and 4
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Group email, GHS News and Notes
Student Sign Ups, How will student sign ups occur?	Via Email / Google Sign Up to Advisors
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	See Policy 2430

School Newspaper

Activity Name	School Newspaper
Purpose of Planned Activity	Create a school newspaper
Faculty Advisor	TBD
Facility Use	Classrooms and Library
Time Frame of Activity	Throughout the Year
Meeting Dates	As determine by advisor
Meeting Times, Will this activity occur during the day or after school?	Flex Time
Support Personnel Required	Advisors
Description of Activities	Students will be writing articles about events in the school.
Estimation of the costs, if any, that the activity with incur	None
Statement as to whether or not the proposed activity will involve fundraising	No
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	None
The number of students who intend to participate in the activity	10
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 6-8
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	GHS News and Email
Student Sign Ups, How will student sign ups occur?	Middle School Hallway
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	See Policy 2430

Ski Club

Activity Name	Ski Club
Purpose of Planned Activity	Ski Club offers opportunity to learn to snowboard or ski with peers.
Faculty Advisor	Ms. Grzymko
Facility Use	At off site location
Time Frame of Activity	January - February 2027
Meeting Dates	5 sessions
Meeting Times, Will this activity occur during the day or after school?	After school
Support Personnel Required	Advisors
Description of Activities	Ski and Snowboarding
Estimation of the costs, if any, that the activity with incur	Costs to parents of kids who participate Approximate Cost-\$200 - \$500 depending upon needs for rentals and lessons
Statement as to whether or not the proposed activity will involve fundraising	No
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	None
The number of students who intend to participate in the activity	40
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 5-8
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	GHS News and Email
Student Sign Ups, How will student sign ups occur?	Middle School Hallway
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	See Policy 2430

Soccer

Activity Name	Soccer
Purpose of Planned Activity	Seasonal Sport
Faculty Advisor / Assistant	Kim Pennington, Coach Lori Homentosky, Assistant Coach
Facility Use	Soccer field &/or kickball field
Time Frame of Activity	September and October
Meeting Dates	Monday to Thursday with occasional Fridays
Meeting Times, Will this activity occur during the day or after school?	After school, 3:16-4:30, Games run from 3:16-6:30
Support Personnel Required	Coach & asst. coach
Description of Activities	Players will participate in practices & games
Estimation of the costs, if any, that the activity with incur	None
Statement as to whether or not the proposed activity will involve fundraising	None
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	Captains for each game are chosen on a rotating basis based on participation, commitment to practices and games, and grade level.
The number of students who intend to participate in the activity	40
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 5-8 Good academic Standing Health clearance
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	GHS News, Email, Google classroom
Student Sign Ups, How will student sign ups occur?	Middle School Hallway
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Students must maintain a C or higher to participate. Negative behaviors will include being benched during games &/or practices; parent conversations, and removal from the team as a last resort. See Policy 2430

STEAM/STEM

Activity Name	Spring STEM/STEAM Club
Purpose of Planned Activity	This stipend is used for two different clubs- a 6/7/8 general STEM and robotics club, as well as an 8th grade Solar Car club
Faculty Advisor / Assistant	Kyle Mirena, Advisor Kristen Grzymko, Assistant Advisor
Facility Use	Room 319- innovation lab
Time Frame of Activity	The 6/7/8 STEM club meets from late January through March. The Solar Cars club meets in April/May to get prepared for the Solar Sprinter race which takes place in late May
Meeting Dates	Both clubs meet twice a week
Meeting Times, Will this activity occur during the day or after school?	After school until 4:30
Support Personnel Required	Usually not applicable. Depends on the students who sign up
Description of Activities	STEM- LEGO robotics, 3D printing. Solar Cars- car refinement, presentation script writing and filming
Estimation of the costs, if any, that the activity with incur	None
Statement as to whether or not the proposed activity will involve fundraising	None
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	None
The number of students who intend to participate in the activity	After School STEM- between 15 - 30. Solar Cars varies
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 5-6
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Email
Student Sign Ups, How will student sign ups occur?	Online sign up form
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	See Regulation 2430

STEM Robotics

Activity Name	LEGO Robotics
Purpose of Planned Activity	Students form a team to compete in the First LEGO League Challenge
Faculty Advisor / Assistant	Kyle Mirena, Advisor Kristen Grzymko, Assistant Advisor
Facility Use	Room 319- innovation lab
Time Frame of Activity	Mid-September until late November or mid-December, depending on the team's placement at the FLL Qualifier Event
Meeting Dates	4 days a week: Monday – Thursday
Meeting Times, Will this activity occur during the day or after school?	After school until 4:30
Support Personnel Required	Usually not applicable. Depends on the students who sign up
Description of Activities	Students build and program an autonomous LEGO robot to complete tasks on an obstacle course. Students also research, create, and present an innovative solution to a themed real world problem
Estimation of the costs, if any, that the activity will incur	\$1,000 - \$1,500 per year
Statement as to whether or not the proposed activity will involve fundraising	Funding has provided by a yearly donation from Thor Labs since 2017
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	Student leaders are chosen based on participation and attendance. Coach gets final say
The number of students who intend to participate in the activity	10 students
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 7-8
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	Email
Student Sign Ups, How will student sign ups occur?	Online sign up form
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	See Regulation 2430

Student Council

Activity Name	Student Council
Purpose of Planned Activity	To help/support student goals/needs through a student-led organization
Faculty Advisor	Ms. Weatherwalks, Ms. Nowaczyk
Facility Use	Monthly meetings or more, as activities are developing
Time Frame of Activity	September to June
Meeting Dates	As necessary
Meeting Times, Will this activity occur during the day or after school?	After school
Support Personnel Required	None
Description of Activities	Outreach activities, lunches w/ community members during school events. helping parents during BTS night or conferences, activity nights
Estimation of the costs, if any, that the activity with incur	None, unless pulling from SC funds already in the student council account.
Statement as to whether or not the proposed activity will involve fundraising	Depending on the activity
Fundraising Involved in the Activity and a statement as to the use of the funds	All funds raised go towards the purchase for school events.
The manner in which student leaders will be chosen and organizational decisions will be made	Student Selection via Election
The number of students who intend to participate in the activity	This has varied between 55-75 students yearly
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 6-8
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	GHS News, Email
Student Sign Ups, How will student sign ups occur?	Middle School sign-up board or speak directly w/ a SC advisor
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Students are given two weeks to bring up low grades. If they do not, they will be asked to leave the program. Students and parents sign a contract which states the consequences of unexcused absences, poor behavior, and low grades. See Policy 2430.

Student Marketplace

Activity Name	Student Marketplace
Purpose of Planned Activity	To help students foster a love and craft for entrepreneurial skills
Faculty Advisor	Ms. Nowaczyk
Facility Use	Once program begins, weekly meetings
Time Frame of Activity	March - Art Show
Meeting Dates	Mondays and/or Thursdays 6 weeks prior to Art Show
Meeting Times, Will this activity occur during the day or after school?	After school
Support Personnel Required	None
Description of Activities	Entrepreneurial skills, product creation, sales, promotions, advertising, time management
Estimation of the costs, if any, that the activity with incur	None
Statement as to whether or not the proposed activity will involve fundraising	None
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	None
The number of students who intend to participate in the activity	20ish
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Any 5-8 students who wish to participate. Students must meet all GHS grading, attendance, and behavioral requirements
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	GHS News, Email
Student Sign Ups, How will student sign ups occur?	Middle School sign-up board or speak directly w/ advisor
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Students are given two weeks to bring up low grades. If they do not, they will be asked to leave the program. Students and parents sign a contract which states the consequences of unexcused absences, poor behavior, and low grades. See Policy 2430.

Track and Field

Activity Name	Track and Field
Purpose of Planned Activity	Seasonal Sport
Faculty Advisor / Assistant	Christine Malloy, Coach Lori Homentosky, Assistant Coach
Facility Use	Soccer Field
Time Frame of Activity	March, April, May
Meeting Dates	Monday to Thursday with occasional Fridays
Meeting Times, Will this activity occur during the day or after school?	After school, 3:16-4:30, Meets run from 3:16-6:30
Support Personnel Required	Coach & asst. coach
Description of Activities	Players will participate in practices & meets
Estimation of the costs, if any, that the activity with incur	\$8-10 for shirt to keep
Statement as to whether or not the proposed activity will involve fundraising	None
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	Student Leaders Selected by Coaches
The number of students who intend to participate in the activity	55+
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Grades 5-8 Good academic Standing Health clearance
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	GHS News, Email, Google classroom
Student Sign Ups, How will student sign ups occur?	Online Track Website
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Students must maintain a C or higher to participate. Negative behaviors will include being benched during games &/or practices; parent conversations, and removal from the team as a last resort. See Policy 2430

Yearbook

Activity Name	Yearbook
Purpose of Planned Activity	Create the current year's yearbook
Faculty Advisor	Ms. Nowaczyk
Facility Use	Once program begins, meeting as necessary. As the year progresses, meetings become more frequent.
Time Frame of Activity	October to June, 3:20-4:00pm
Meeting Dates	Mondays and/or Thursdays
Meeting Times, Will this activity occur during the day or after school?	After school
Support Personnel Required	None
Description of Activities	Writing, editing, photography, revising, digital layouts
Estimation of the costs, if any, that the activity with incur	Only costs from within current yearbook student activities account. The yearbook always makes a profit.
Statement as to whether or not the proposed activity will involve fundraising	None
Fundraising Involved in the Activity and a statement as to the use of the funds	None
The manner in which student leaders will be chosen and organizational decisions will be made	None
The number of students who intend to participate in the activity	3-5
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	Any 7-8 students who wish to participate. Students must meet all GHS grading, attendance, and behavioral requirements
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	GHS News, Email
Student Sign Ups, How will student sign ups occur?	Middle School sign-up board or speak directly with advisor
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	Students are given two weeks to bring up low grades. If they do not, they will be asked to leave the program. Students and parents sign a contract which states the consequences of unexcused absences, poor behavior, and low grades. See Policy 2430.

Appendix 1: Policy and Regulation 2430 Extra Curricular Activities

Policy 2430, Extra – Curricular Activities

The Board believes that the educational goals and objectives of the district are best achieved by a diversity of learning experiences, some of which are more appropriately conducted outside the regular classroom program.

The purpose of extracurricular activities shall be:

1. To develop useful new capabilities in pupils that can lead to extension of career opportunities;
2. To develop pupil initiative and provide for the exercise of responsibility;
3. To develop leadership capabilities and good organizational skills;
4. To aid pupils in the social skills;
5. To enable pupils to explore a wider range of individual interests than might be available in the regular program.

For purposes of this policy, “extracurricular activities” shall be those activities that are sponsored or approved by the Board but are not offered for credit toward graduation. Such activities shall generally be conducted outside the regular school day, available to pupils who voluntarily elect to participate, marked by pupil participation in the processes of initiation, planning, organizing and execution and shall ordinarily include band, clubs, dramatic or musical presentations, and intramural and interscholastic sports. Equal access to school facilities shall be granted to all activities that meet this definition.

The Superintendent shall prepare procedures to implement an extracurricular program which shall:

1. Assess the needs and interest of the pupils of this district;
2. Ensure the provision of competent guidance and supervision by staff;
3. Guard against the exploitation of pupils;
4. Provide for a variety of experiences and a diversity of organizational models;
5. Provide for the continuing evaluation of the extracurricular program and staff;
6. Ensure that all extracurricular activities are open to all eligible pupils and that all pupils are fully informed of the opportunities open to them.

The guidance goal for each pupil shall be a balanced program of appropriate academic studies and activities to be determined by the school, the parent(s) or legal guardian(s) and the pupil. Guidance is necessary to encourage non-participants, and to prevent the overenthusiastic from emphasizing activities at the cost of their academic performance.

Only persons in the employ of a Board of Education shall be permitted to organize district pupils during school time or during any recess in the school day for purposes of instruction or coaching or for conducting games, events, or contests in physical education or athletics. No activity shall be considered to be under the sponsorship of this Board unless it has been approved by the Board on recommendation of the Superintendent. Fund-raising activities of extracurricular groups must be approved by the Board.

All pupils in good disciplinary and academic standing shall have equal access to all extracurricular activities regardless of race, color, creed, religion, sex, affectional or sexual orientation, national origin, ancestry, marital status, place of residence within the district, social or economic status, or non-applicable disability.

Good Disciplinary Standing - Good disciplinary standing shall mean that a pupil is not eligible to participate while serving a detention or suspension. Pupils who serve more than three detentions, suspensions or a combination of the two during one term may be found not eligible to participate the following term.

1. When a pupil already participating in an extracurricular activity is reported for an infraction of the rules for pupil conduct, the Principal shall appoint a staff committee to consider whether the pupil shall be removed from any or all extracurricular activities.
2. If a pupil was in bad disciplinary standing the previous term, the Principal shall refer the matter to a staff committee to determine whether the pupil shall be permitted to participate during the current term.

Good Academic Standing - A pupil who begins the year not in good academic standing, who maintains a passing grade in every subject and a minimum grade of C, may request consideration to participate in extracurricular activities at the beginning of the next semester.

Attendance - The district's attendance policy shall also apply.

Implementation - The Superintendent shall direct development of the detailed regulations to ensure equitable implementation of this policy. Particular care shall be taken to ensure that all extra-curricular programs and their operation comply with district equity requirements. Participation in academically related coaching or tutoring groups may be exempt from the eligibility requirement at the Superintendent's discretion.

39 U.S.C.A. 1701 et seq.
N.J.S.A. 18A:11-3; 18A:42-2; 18A:42-5

Adopted: 26 March 2008

Regulation, 2430 - EXTRA-CURRICULAR ACTIVITIES

Section: Program Date Created: March 2008 Date Edited: March 2008

A. Definition

“Extra-curricular activities” means activities conducted on or off school premises by clubs, associations, and organizations of pupils sponsored by the Board of Education; “extra-curricular activities” also includes the pupil clubs, associations, and organizations that conduct those activities. “Extra-curricular activities” does not include athletic competitions or practices or athletic teams or organizations.

B. Recognition

1. All extra-curricular activities must be approved by the Board. An organization of pupils or an activity conducted by and for pupils becomes a extra-curricular activity only when it has been duly approved by the Board.
2. The Board will approve annually and maintain a list of approved extra-curricular activities, which will be distributed to Principals. The list will include:
 - a. Those extra-curricular activities that have been in operation and have been found to address satisfactorily a continuing need,
 - b. Newly approved extra-curricular activities,
 - c. A brief description of each approved activity,
 - d. The name of the advisor of each activity, and
 - e. The name of the custodian of the activity's fund.
3. A new extra-curricular activity may be initiated in accordance with the following procedures:
 - a. A written proposal for the new activity must be submitted to the Building Principal. The proposal will include;
 - (1) The name and purpose of the proposed activity and the date of the request,
 - (2) The name of a faculty member who has agreed to be its advisor,
 - (3) A plan for the use of school facilities, including the facility required, the times and frequency of use, and the portion of the school year the facility will be used,
 - (4) The need, if any, for support personnel or services,
 - (5) A description of the activities that participating pupils will conduct;
 - (6) An estimation of the costs, if any, that the activity will incur,

- (7) A statement as to whether or not the proposed activity will involve fund raising and, if fund raising will be involved, the use that will be made of those funds,
- (8) The manner in which pupil leaders will be chosen and organizational decisions will be made,
- (9) The number of pupils who intend to participate in the activity, and
- (10) Qualifications for participation, if any, and, if pupils must qualify on a basis other than interest and availability, the rationale for that qualification.

b. A duly submitted proposal for a new extra-curricular activity will be approved if:

- (1) Its objectives are in harmony with the educational goals adopted by the Board;
- (2) It is designed to meet assessed pupil needs and interests;
- (3) Participation is open to all interested pupils available for participation or, if participation is limited, any qualifications for participation are reasonably justified by the purpose of the activity;
- (4) The proposed use of school facilities does not interfere with the instructional program or the conduct of established extra-curricular activities; and
- (5) The proposed activity will be properly supervised.

C. Pupil Participation

1. The program of extra-curricular activities should be sufficiently varied to meet the wide range of pupils' vocational, recreational, social, and cultural needs and interests.
2. All pupils will be provided with information on extra-curricular activities at the start of the school year and will be invited to participate in one or more activities.
3. Eligibility standards are set forth in Policy No. 2430.
4. When a pupil becomes ineligible for participation in extra-curricular activities by reason of poor attendance or poor academic performance, his/her teacher will so inform the advisors of the extra-curricular activities in which the pupil participates. The advisor will suspend the pupil's participation, except as exempted by Policy No. 2430.

D. Supervision

1. Each extra-curricular activity must be supervised by at least one staff member appointed by the Board as advisor.
2. The Superintendent will provide appropriate in-service training for extra-curricular advisors.
3. Extra-curricular advisors will be provided with an advisors' handbook that includes, as a minimum, these regulations and detailed school procedures for the conduct of extra-curricular activities.

4. Each extra-curricular advisor shall:

- a. Meet regularly and promptly with participating pupils at the assigned time and place of the activity and ensure an orderly environment appropriate to the purpose of the activity;
- b. Instruct participating pupils in the purpose and conduct of the activity and explain any rules and/or standards to be observed in the conduct of the activity;
- c. Encourage participating pupils to take appropriate responsibility for the conduct and leadership of the activity;
- d. Prepare and submit to the Building Principal a calendar of activities for the school year;
- e. Prepare and maintain a membership list of participating pupils, keep an attendance record, and submit the membership list to the Building Principal;
- f. Ascertain that each participating pupil is involved in the activity to the extent commensurate with his/her interests and abilities;
- g. Report periodically or as required to the Building Principal on the conduct and/or achievements of the activity;
- h. Take all reasonable and necessary steps to safeguard the health and safety of participating pupils, including the prohibition of hazing and similar initiation rites;
- i. Ensure the proper accounting and deposit of any funds raised or collected by the activity, in accordance with Policy No. 6660; and
- j. Cooperate with the Principal in a year-end evaluation of the activity.

5. The advisor responsible for an activity scheduled for an evening or a weekend (such as a performance or social event) should consult Regulation No. 5850 and No. 9161 and should:

- a. Request permission for the activity from the Building Principal and for the use of the facility from the Building Principal;
- b. Arrange for ushers and chaperones; and
- c. Provide for the prompt deposit of any moneys collected.

6. Staff members other than the activity advisor should attend activities as follows:

- a. An administrator should be assigned to attend each evening and each weekend extra-curricular activity;
- b. Teachers are encouraged to support and attend a function that has been planned and prepared by a significant proportion of the pupils assigned to them;

- c. All faculty members are encouraged to support and attend special extra-curricular events that involve a significant degree of pupil planning and preparation such as plays, concerts, and dances.

E. Evaluation

1. An evaluation of each extra-curricular activity will be conducted by the Principal and the advisor at the end of the school year or the conclusion of the activity.
2. The evaluation will measure the activity against its stated objectives to determine if the objectives were met. Criteria may include:
 - a. Membership and attendance records;
 - b. Regularity of meetings;
 - c. The planning and execution of special events;
 - d. Evidence of pupil leadership and assumption of responsibility; and
 - e. Such other indicia of pupils' growth and development as the evaluators may choose.
3. The evaluation will include recommendations for the improvement of the activity or, if so indicated, for the cancellation of the activity.
4. The Building Principal will conduct an annual evaluation of the overall program of extra-curricular activities. That evaluation should consider whether the program has resulted in:
 - a. Improvement in school attendance;
 - b. Improvement in academic performance;
 - c. Increased participation in school activities; and
 - d. Improvement in school morale and pupil behaviors.

F. Records

1. A pupil's participation in extra-curricular activities shall be recorded in his/her record, will be preserved for the duration of the pupil's enrollment in the school, and may be released only in accordance with Policy No. 8330.
2. Records of the conduct of extra-curricular activities will be maintained by the Building Principal and will include, as appropriate to the activity:
 - a. The period in which the activity occurred;
 - b. The numbers of participating pupils in each school year and/or present at each extra-curricular event;

- c. The name of the activity advisor;
- d. The printed product of the activity, such as copies of the school newspaper or literary collection;
- e. Copies of reports of the activity in newspapers and/or other public relations releases; and
- f. The financial records of the activity.

Issued: 26 March 2008

Appendix 2: Steps to Request a New Extra-Curricular Activity

All new extra-curricular activities must be vetted in accordance with P & R 2430. The club advisor must complete this table and submit to the Superintendent for review. The extra-curricular activity must be approved by the BOE prior to the implementation of the new activity.

Activity Name	
Purpose of Planned Activity	
Faculty Advisor	
Facility Use	
Time Frame of Activity	
Meeting Dates	
Meeting Times, Will this activity occur during the day or after school?	
Support Personnel Required	
Description of Activities A description of the activities that participating students will conduct	
Estimation of the costs, if any, that the activity will incur	
Statement as to whether or not the proposed activity will involve fundraising	
Fundraising Involved in the Activity If Fundraising is to occur, a statement as to the use of the funds	
The manner in which student leaders will be chosen and organizational decisions will be made	
The number of students who intend to participate in the activity	
Qualifications for participation, if any, and, if students must qualify on a basis other than interest and availability, the rationale for the qualification	
Parent Notification Plans, How will parents be made aware of activities relevant to this activity?	
Student Sign Ups, How will student sign ups occur?	
Student Participation, How will instances of negative behaviors, discipline actions, or low grades be handled in relationship to the activity?	