

**Policy JH & JHCA and their Administrative Procedures
were combined into one policy -- Policy JH**

JH (1) Senior Trips – revised

JH (2) Religious Programs – revised

JH (3) Immunity for Food Donations – revised

JH (4) Identification Cards – revised

JHCA (1) Yearbooks and Senior Pictures – removed

JHCA (2) Student Clubs - removed

JHCA (3) Student Government – revised; now JH(5)

JHCA (4) School Service – removed

JHCA (5) Employment of Students – removed

BOARD POLICY

STUDENTS

STUDENT ACTIVITIES

STUDENT CLUBS AND ACTIVITIES

JH

JUNE 20, 1988

~~The Board of Education recognizes the educational importance of many programs and activities organized under the sponsorship of the school which, although related to the regular curriculum, are carried on outside of the structure of classroom instruction.~~

~~The Board of Education encourages and supports such activities within a balanced conception of the total program based on the varying needs of students. Priorities in regard to such programs must be determined by the school system's objectives and the community's ability to provide the necessary resources, as well as by the availability of staff members to provide competent instruction and leadership.~~

~~Extra class activities may be reviewed by, and may be subject to, the approval of the Board of Education.~~

Student clubs and activities may cover a wide range of curricular and non-curricular interests and are administered to supplement the educational growth and social development of students. 'Clubs' refer to student groups with common interests and 'activities' refer to school events such as dances, blood drives, and activity nights. At the high school level, a Student Activities Director works with the school Principal to oversee all school clubs and school activities. Student clubs and activities must be approved by the school administration and must be sponsored by school-approved personnel. They are to be considered an integral part of the school program and are subject to all governing policies and administrative regulations of the District.

School club membership and school activity participation must provide equal access to all currently enrolled members of the student body including those enrolled as home-schooled students. Demeaning initiations and harassment of club members is strictly prohibited. Direct affiliation with an organization independent of the District requires prior approval of the Superintendent or his/her designee.

Student clubs and activities whose pronouncements or actions fail to meet acceptable standards or do not align with the mission and vision of the school and the District, may be denied or terminated of their association with the school and the District.

~~BOARD POLICY~~

~~STUDENTS~~

~~STUDENT CLUBS~~

~~JHCA~~

~~JUNE 20, 1988~~

~~School clubs shall be considered to be part of the school program and, as such, are subject to all policies and administrative regulations.~~

~~No school club shall have a direct affiliation with a group or organization outside of the school without prior approval of the superintendent or designee.~~

~~Only those students regularly enrolled in a school may be accepted as members of a school club. Clubs shall be open to all students.~~

~~Any club which, in the opinion of the building principal, fails to meet acceptable standards shall be placed on probation and informed as to the cause; failure to correct the cause shall result in termination of the organization.~~

ADMINISTRATIVE PROCEDURES

JH(1)

STUDENTS

March 1, 1990

STUDENT CLUBS AND ACTIVITIES

SENIOR TRIPS

~~In recent years the Livonia Board of Education and the superintendent of schools have recommended against school-sponsored senior trips.~~

The District does not support, in principle or with financial assistance, celebratory senior trips. The District does not sponsor, in any manner, third party vendors who promote and sell cultural trips that do not occur within the student school calendar year.

School regulations do not permit the use of any usual school means such as the PA system, use of regular classroom time, or student and school publications to advertise such programs. School personnel are advised not to become involved as sponsors or chaperones of such vacation trips. If students or parents plan such activities independently, they do so without school endorsement.

CROSS REF.: IFE - Field Trips

ADMINISTRATIVE PROCEDURES

JH(2)

STUDENTS

JANUARY, 1996

STUDENT CLUBS AND ACTIVITIES

RELIGION IN SCHOOL ~~RELIGIOUS PROGRAMS~~

~~The School District and its employees must maintain strict neutrality with respect to matters of religion. They may not engage in conduct or expression that encourages or discourages religion or encourages or discourages one particular religion.~~

~~Students may conduct religious meetings during non-instructional time subject to the following:~~ Public schools must remain neutral on matters of religion, as it is unconstitutional for public school teachers, coaches, and staff to endorse, encourage, or discourage any religion. However, student clubs and activities that promote or oppose religion are allowed providing they adhere to the following guidelines:

1. The meetings are voluntary and student initiated.
2. Meetings may be held on school property during non-instructional time.
3. ~~The meetings are not sponsored by the school district or its employees. For purposes of this procedure, 'sponsorship' means promoting, leading, or participating but not monitoring.~~ Employees or agents of the school may be present at religious meetings only in a non-participatory capacity. District personnel may serve as monitors.
4. The meetings do not materially and substantially interfere with the orderly conduct of educational activities within the school.
5. The meetings are not directed, conducted, controlled, or regularly attended by non-school personnel.

Ref: The Equal Access Act (1984); Board of Education of Westside Community Schools vs. Mergens, 496 U.S. 226 (1990)

ADMINISTRATIVE PROCEDURES

JH(3)

STUDENTS

March 1, 1990

STUDENT CLUBS AND ACTIVITIES IMMUNITY FOR FOOD DONORS

On December 17, 1987, a law became effective to provide immunity from civil liability to persons who donate food for use or distribution by a nonprofit corporation.

In part, the law states:

"A person who in good faith donates food for use or distribution by a nonprofit corporation, organization, or association shall not be liable for civil damages as a result of an act or omission affecting the nature, age, condition or packaging of the donated food as long as standards or reasonable care are exercised."

~~When principals approve canned or packaged food drives, they will alert the sponsors to exercise reasonable standards of care for the food while it is in their possession.~~

~~Particular attention should be given to protect cans from being dented and packaging from being opened.~~

Federal law exists to provide immunity from civil-criminal liability to persons or institutions that donate food products in good faith. The exception to this is when gross negligence occurs, which is defined as voluntary and conscious conduct by a person with knowledge (at the time of the conduct) that the conduct is likely to be harmful to the health or well-being of another person.

Ref: Bill Emerson Good Samaritan Food Donation Act

ADMINISTRATIVE PROCEDURES

JH(4)

STUDENTS

March 1, 1990

STUDENT CLUBS AND ACTIVITIES

IDENTIFICATION CARDS

All ~~senior-high~~ **secondary** students are furnished with an official school ID card. ~~or bus pass.~~ Students must carry ID cards when attending school or school **events** activities. ID cards are ~~needed~~ **required** in order to attend school dances. ID cards must be presented to all staff members upon request for identification purposes. ~~and may be retained by staff members as a consequence of misbehavior.~~ Failure to identify oneself when requested to do so may lead to disciplinary action. **Lost ID cards may be replaced at the school for a nominal fee.**

ADMINISTRATIVE PROCEDURES **JH(5)JHGA(3)**

STUDENTS
CLUBS AND ACTIVITIES
STUDENT GOVERNMENT

March 1, 1990

~~Student government is a representative governing organization for the entire student body.— Student government operates to help students in all possible ways, to promote high scholastic standards, to help develop school pride, to act as liaison between the student body and administration, and to establish a smooth functioning school organization.— Some important functions of student government include approving new organizations, helping formulate building rules and policies, and sanctioning activities for the school calendar.—~~

Student government is a representative organization that is designed to serve as the voice of the student body. Student government functions to build school pride, promote school clubs and events, assist in formulating building rules and policies, and to serve as a liaison between the student body and the school administration. The school administration shall establish procedures for membership and rules of order.

ADMINISTRATIVE PROCEDURES JHCA(1)

STUDENTS YEARBOOK AND SENIOR PICTURES

March 1, 1990

High School principals are responsible for establishing a process for selecting the official yearbook and senior picture photographer subject to these administrative procedures.

1. Photography contracts must be rebid at a minimum of every three years.
2. The principal or designated administrator should play an active part in the selection process, attending all presentations and ensuring consistency of process.
3. The principal or designated administrator should notify all presenters in writing of the decision of the selection committee as soon as the decision is made.
4. The contract must allow for the submission of photographs from photographers other than the designated photographer for inclusion in the yearbook and composite picture so long as the photograph meets the standards distributed by the school. A fee for including the photograph in the composite may be charged and, in turn, the student will receive one copy of the composite.
5. Schools shall clearly communicate to students and parents the procedure, cost, and specifications for including an alternate photograph in the composite picture.
6. Schools have a right to promote the designated photographer selected by the school.

ADMINISTRATIVE PROCEDURES JHCA(2)

**STUDENTS
STUDENT CLUBS**

March 1, 1990

School clubs shall be considered to be part of the school program and, as such, are subject to all policies and administrative regulations. Clubs should generally be the outgrowth of regular classroom activities or courses. They shall be authorized by the principal only when competent adult leadership is available for their supervision.

ADMINISTRATIVE PROCEDURES JHCA(4)

STUDENT VOLUNTEERS SCHOOL SERVICE

March 1, 1990

The student assistant program is a noncredit activity requiring one hour of service each school day. Student assistants are selected on the basis of desire to acquire additional information and to learn special skills in the various departments. Assignments are made by the counselors with the approval of the department chairperson on the basis of satisfactory school records.

Assistants are selected in the following areas: industrial education; physical education; office practice; science laboratory; music; and IMC.

ADMINISTRATIVE PROCEDURES

JHCA(5)

STUDENTS EMPLOYMENT OF STUDENTS

~~March 1, 1990~~

Working Papers

Application for working papers is to be made at the Youth Employment Office, located at the Livonia Career/Technical Center, by presenting a birth certificate and an offer of employment. Applications for working papers may be picked up in the guidance office.

LEGAL REF.: MCL 409