

1 **Browning Public Schools**

2
3 Policy # 3532

4 Policy Name: *Student Activities*

5 Regulation: -----

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7 **Scope**

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9 This policy applies to all school-sponsored student activities of the school district. Student
10 organizations or groups, which are conducted without the expressed written consent of the Board of
11 Trustees, as provided herein, are not permitted.

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13 **Definitions**

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15 1. "Student activities" are those activities conducted outside the instructional curricula involving
16 students of Browning Public Schools, which are sponsored by and under the direct supervision
17 and control of Browning Public Schools. Volunteer groups, which may or may not include
18 students, are not included. Student activities fall into three types: social events or functions,
19 student organizations or clubs, and extracurricular activities.
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21 2. "Principal" is (a) a school principal or (b) an administrator or supervising teacher who is
22 responsible for the education and development of students within his/her area of responsibility.
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24 **Social Events or Functions**

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26 1. These activities, such as dances, contests, etc., must be approved in advance by the principal of
27 the school sponsoring the event or function.
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29 2. Such activities will be conducted in school facilities unless the Superintendent authorizes another
30 location.
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32 3. The principal shall determine that such activities will be adequately and effectively chaperoned
33 at all times and will include security personnel as needed.
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35 4. Attendance at an event or function is limited to the class, group, or building sponsoring it. In
36 that regard, the host principal must invite or approve, in advance, attendance by others including
37 students, parents, and the public or they will be prohibited from attending.
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39 **Student Organizations or Clubs**

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41 1. All students of Browning Public School are encouraged to join and participate in its student
42 organizations and clubs. Participation, however, is subject to district policies, school rules, and
43 organization or club requirements, as applicable.
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45 2. Following the start of school, each principal will invite proposals for student organizations and
46 clubs. Such proposals shall include a plan for the school year.
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48 3. A statement of goals and objectives:
49 a) the manner in which those goals and objectives are to be met,
50 b) sources and uses of funds estimated or anticipated, and

- 1 c) the names of proposed sponsors. At least one sponsor will be appointed for each student
2 organization or club with preference being given to instructional staff. For more than one
3 sponsor, the stipend will be divided equally between them unless they unanimously agree to
4 a different apportionment.
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- 6 4. At the first Board meeting in ~~October~~ **September** of each school year, the Superintendent will
7 recommend a list of student organizations or clubs **and sponsors** for approval by the Board of
8 Trustees for the current school year.
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- 10 ~~5. At the same meeting described in 3 above, a separate list will be presented indicating the names
11 of proposed sponsors for the purpose of determining which sponsors, if any, are related to
12 individual board members and therefore must be advertised in accordance with state law (MCA
13 2-2-302). If such relationship exists, the board member must advise the Superintendent
14 accordingly. No action will be taken by the Board as to the names presented at that time. If any
15 proposed sponsors are related to individual board members, they must be advertised in
16 accordance with state law (MCA 2-2-302). If such relationship exists, the board member must
17 advise the Superintendent accordingly.~~
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- 19 ~~6. For expediency during Board meetings, individual names of sponsors will be referred to only by
20 number as listed. Such lists, however, are public documents available to the public on request.~~
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- 22 7. ~~Following approval by the Board of Trustees of the student organizations or clubs the
23 Superintendent will, at the next regular Board meeting, submit a list of sponsors to whom
24 contracts have been offered and signed by each sponsor for Board approval. For those sponsors
25 who are not contracted:~~
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- 27 a) The principal will issue letters of understanding to BPS staff who volunteer their time and to
28 those employed in the schools by other agencies. A copy will be directed to the Personnel
29 Department.
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- 31 8. Principals will oversee the activities of their respective sponsors to determine that the objectives
32 of the student organization or club are being met. In the event that a sponsor fails to perform or
33 resigns, the principal may recommend a replacement sponsor to the Superintendent for approval.
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- 35 9. A student organization or club may be terminated in the following manner:
- 36 (a) The principal determines that (1) student participation is too small or too infrequent to
37 sustain the organization or club or (2) the sponsor withdraws and a suitable replacement
38 sponsor cannot be recruited.
- 39 (b) The Superintendent recommends termination of the student organization or club and the
40 Board approves the recommendation.
- 41 (c) Any funds remaining after paying all debts of the terminated student organization or club
42 shall be transferred in accordance with the Student Activity Fund Accounting manual of
43 procedures issued by the Montana Association of School Business Officials. For this
44 purpose, the Board authorizes the principal to perform the transfer subject to written
45 approval of the Director of Finance.
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Extracurricular Activities

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49 These activities consist of sports and activities sanctioned by the Montana High School Association
50 (MHSA) and all other sports which are sponsored by BPS but not MHSA sanctioned.

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2 New extracurricular activities will be recommended by the Superintendent for approval by the Board
3 of Trustees. Once approved, the extracurricular activity will continue year to year unless terminated
4 by action of the Board based upon a recommendation by the Superintendent.
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6 In order to participate, students must comply with all rules of the MHSAA, district policies, school
7 rules, and sport or activity requirements, as applicable.
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11 **Cross Reference:** #3002 Student Handbook
12 #3200 Student Conduct and Discipline
13 #3205 Sexual Harassment/Intimidation
14 #3520 Academic Eligibility
15 #3525 Drug Testing Policy for Student Athletes and Montana High School
16 Association (MHSAA) Approved Participants; Sanctions for Drug Use by
17 Students Participating in Athletics and Extracurricular Activities
18 #3530 Student Funds
19 #3533 Student Fund Raising
20 #3700 Safety Regulations
21 #3900 Student Appeal
22 Student Activity Fund Accounting, Montana Association of School Business
23 Officials
24

25 **Legal Reference:** § 2-2-302, MCA Appointment of Relative to Office of Trust or Emolument
26 Unlawful – Exceptions- Publication of Notice
27 § 20-3-324, MCA Powers and Duties
28 § 20-9-504, MCA Extracurricular Fund for Pupil Functions
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31 **Policy History:**

32 Adopted on: 2/13/01

33 Amended on: 2/28/01, 3/11/14, 1/30/19