

STUDENT CLUBS AND ORGANIZATIONS

I. PURPOSE

To provide guidelines for participation in student clubs and organizations.

II. SCOPE

This policy applies to all schools and students with the Shelby County Schools.

III. POLICY STATEMENT

Student organizations are an extension of the academic curriculum and are intended to compliment the basic instructional program. The principal, in cooperation with the faculty and student body representatives, shall approve all clubs and organizations within the school. The principal shall notify the parents or legal guardians of all clubs and organizations available to students by prominently displaying the information in the school's annually distributed student handbook or equivalent that contains school policies and procedures. The list shall include:

1. The names of the clubs and organizations, including any abbreviations or acronyms;
2. The mission and purpose of the clubs and organizations;
3. All financial requirements associated with membership in the club or organization; and
4. Notification that no school shall permit a student to become a member or participate in any activities of a club or organization if the parent or legal guardian of the student has provided a written communication prohibiting the student from membership or participation. The written communication must be signed and dated by the parent or legal guardian.

The Superintendent shall approve all requirements imposed by clubs within the school district which have restricted membership.

Sororities, fraternities, and all secret organizations are prohibited as student clubs and organizations.

IV. RESPONSIBILITY

A. Principals are responsible for implementing this policy and for approving clubs and organizations with the school.

B. Sponsors are responsible for requesting approval from the principal and for adhering to appropriate vendor and contract procedures before engaging independent service providers.

C. Students are responsible for adhering to this policy.

D. The Superintendent is responsible for ensuring that this policy is followed.

Legal References:

1. TCA Title 49 Ch. 6 (as amended by PC 990 in 2012)

Cross References:

1. [4003 Conflict of Interest](#)
2. [4053 Background Checks](#)
3. [6022 Student Conduct](#)
4. [6051 Interscholastic Athletics](#)
5. [7010 School Volunteers](#)

Administrative Rules and Regulations

6064 Student Clubs and Organizations

Approval

At the beginning of the year, each club or organization shall submit its rules to the principal for approval. The rules submitted for approval must outline the student's responsibilities for attending meetings and participating in activities and must outline the financial obligations placed on students and parents. In addition, each club or organization shall also submit a short statement of the requirements and expectations of students/parents which shall be included in the school's handbook. An approved copy of the aims, objectives, and constitution for each organization will be kept on file in the principal's office.

Sponsors

One or more staff members will serve as sponsors of each activity and will attend all meetings. Each sponsor will evaluate the activity and make recommendations concerning changes, continuance, or deletion from the school's activity program. All sponsors must inform the principal before there are changes to previously stated expectations of students/parents. Sponsors must also ensure the principal that parents have been notified of the change before it takes effect. Changes that place substantial financial obligations on parents/students should be limited; immediately communicated to parents; and, when practical, become effective during the next school year.

Independent Service Providers

Sponsors who wish to engage an independent service provider to offer specialized training or services to a student club or organization must submit a written request to and receive approval from the principal. Parents shall be notified if an independent service provider may be engaged and shall be provided with the scope of work and responsibilities of the independent service provider. Only independent service providers who have been approved by the principal and have advanced through the appropriate vendor and contract procedure may be approved to render services. All independent service providers shall also proceed through the appropriate background check process for vendors and/or volunteers in accordance with policy [4053 Background Checks](#) and policy [7010 School Volunteers](#). Principals, sponsors, and other employees who approve and/or engage independent service providers in a manner inconsistent with district policy, regulations, or guidelines may be subject to disciplinary action up to and including termination.

Independent service providers who offer specialized training or services to a student club or organization shall be under the supervision of the school principal and/or principal-designated club/organization sponsor. Independent service providers shall interact with students/parents in a professional manner and within the limits of their outlined scope of work. Additionally, independent service providers shall refrain from disciplining students, but refer discipline

issues to the club/organization sponsor who shall address conduct issues in accordance with policy [6022 Student Conduct](#).