

Greater Albany SD 8J
Administrative Regulation

Code: **IGDK-AR**
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Guidelines for Participation in Nondistrict Programs

Opportunities sometimes arise for students and/or staff members to participate in educational programs that are not sponsored by the district. These opportunities may arise during the school year or summer. If participation in these programs by staff or students involves school time, school support, or school resources, the following procedural guidelines must be followed:

1. Non-school sponsored groups must secure permission of the school administrator in order to meet at school. They may meet during non-instructional time and must be student-initiated, student sponsored and student led. They must secure an unpaid school approved staff volunteer to attend their meetings as a monitor, but the staff member must act only in a custodial, non participatory role;
2. No student may be required to participate in any non-school sponsored program;
3. Staff members who participate in these programs may have expenses paid for activities that are a part of the program, but may not be paid in salary or stipend for their participation;
4. Public funds for nonschool groups shall not be expended beyond the incidental cost of providing the space for student-initiated meetings;
5. Non-school-sponsored groups may not use the school name or mascot in connection with fund-raising activities, raise funds at school or be portrayed in the school yearbook. These groups have equal access to designated bulletin boards and the school public address system to publicize activities;
6. Announcements about non-school-sponsored group meetings and activities shall be preceded or followed by a statement that this group is not sponsored by the school;
7. Funds for non-school-sponsored programs must not be collected by or disbursed through the district or school or kept in the school/district accounts.