



# DAVINCI ACADEMY

Renew Application

New Application

**Application Deadlines:** In order to initiate or renew a school or student club, an application must be completed and submitted to school administration for approval by September 14, 2018 to be considered for the 2018-2019 school year. All clubs must renew their application and obtain administrative approval annually.

## STUDENT ACTIVITY

### CLUB FORMATION APPROVAL FORM

(All applicable portions of this application must be completed before administrative approval)

**School:** \_\_\_\_\_

**Name of Person Completing this Application:** \_\_\_\_\_

**The following information is required:**

**Name of the Club:** \_\_\_\_\_

**Purpose of the Club:** \_\_\_\_\_

**Objectives of the Club:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Description of the types of activities in which club members may be engaged**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

When and where does the club anticipate holding regular meetings? (Note: Meetings may only occur during non-instructional time and a faculty member must be present.)

\_\_\_\_\_  
\_\_\_\_\_

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*Please initial each statement below showing compliance:*

**\_\_\_\_\_ Has Club members and the advisor/supervisor reviewed and agreed to the following general conditions of the club?**

- (1) Non-school persons may be invited to attend the meetings upon notification of the school's principal.
- (2) Non-school persons may not direct, conduct, or control activities of the group.
- (3) Non-school persons must follow the school's established procedure for allowing non-school persons on campus.
- (4) The school reserves the right to limit the attendance of non-school persons.
- (5) Proper minutes of the club's meetings must be kept by sponsor.
- (6) No unlawful conduct can occur at a meeting.
- (7) The group will not compromise or interfere with the district's authority to:
  - (a) Maintain order and discipline on school premises;
  - (b) protect the well-being of students and employees.
- (8) The school, its agents and employees will not:
  - (a) Influence the form or content of any prayer or other religious activity;
  - (b) require any person to participate in prayer or other religious activity;
  - (c) expend public funds beyond incidental costs for student-initiated costs;
  - (d) compel any employee to supervise a meeting to which he or she objects; or
  - (e) impose a minimum size limit on student meetings.
- (9) School employees who supervise student club meetings must report to the school administration any violations of these conditions.
- (10) Clubs who have been found to be in violation of these conditions shall be dissolved and will not be allowed to re-petition for reinstatement until the next school year.
- (11) Each school bookkeeper shall maintain on file all currently approved club applications.
- (12) The principal may specifically approve the name of the club to ensure that:
  - (a) The name reasonably reflects the nature, purpose, and activities of the student club.
  - (b) The student club name would not result in undue disruptions of school operations, subject students to harassment or persecution, or imply inappropriate association with outside organizations or groups.

**\_\_\_\_\_ Has a copy of any materials which the club plans to use to solicit membership or to inform others of the club's existence been attached?**

**\_\_\_\_\_ Has a list of club members' names and signatures been attached? (Note: Club members must sign to indicate that they will abide by all school rules and the rules outlined in this form)**

**\_\_\_\_\_ Has a copy of the Constitution and By-laws been attached?**

\_\_\_\_\_  
Name of the faculty advisor/supervisor

\_\_\_\_\_  
Signature of faculty advisor/supervisor

\_\_\_\_\_  
Signature of Administrator

\_\_\_\_\_  
Date application submitted to administration

\_\_\_\_\_  
Application approved or denied