



**AMERICAN LEADERSHIP ACADEMY
NON-CURRICULUM CLUB APPLICATION FOR AUTHORIZATION**

*Annual Application Required. Submit to Director no later than **OCTOBER 15** of each year.*

Educator Supervisor or Monitor Signature: _____

1. Date of application _____ 2. Student submitting application _____

3. Recommended name of proposed club _____

4. Summary of proposed club's purpose and goals (see Charter, Constitution, Bylaws for details):

5. Recommended regular meeting dates, times, places: _____

6. Attach proposed Charter, Constitution or Bylaws that will govern this club. It should cover all guidelines, rules, and procedures needed for the operation of the club and *must* include the following:

- A detailed description of the club's purpose, goals, program, activities, meetings, etc.
- Rules and procedures for determining membership which:
 - i. may not limit participation or discriminate based on race, color, national origin, gender, or disability;
 - ii. requires students participating to be registered at American Leadership Academy;
 - iii. requires parent/guardian signature on approval form;
 - iv. requires that tryouts comply with applicable laws, regulations, and policies;
 - v. requires at least seven members;
- vi. limits meeting attendance to club members, except that non-school persons, may attend on occasion to make presentations if approved in advance by the school administration; and
- vii. prohibits non-school personnel or students to direct, conduct, control, or regularly attend meetings or activities of non-curriculum clubs.
 - Rules and procedures for decision making, governance, and if applicable, electing student officers.
 - Rules and procedures, if applicable, for raising and spending funds.
 - Provisions for amending the club charter, constitution, or bylaws.
 - A statement that the club understands and will comply with:
 - i. Utah Code 53A-11-1203 to 1213 regarding the governance of school clubs;
- ii. Utah Code 53A-13-101 to 101.1 and Administrative Code R277-474 regarding, among other things, instruction on health and human sexuality; and
- iii. Utah Code 26-53-101 to 301 and the school's policy on Student Head Injuries and Concussions.
 - Any other provisions as needed to operate the club.

For Office Use Only
Administrator Checklist for Approval of Non-Curriculum Club

Club Approved _____ Club Not Approved _____ School Year _____

Club's Charter, Constitution, Bylaws: Approved _____ Not Approved _____

Approved Name of Club: _____

Approved Faculty Supervisor or Monitor: _____

Approved Regular Meeting Dates, Times, Locations: _____

Administrator Signature: _____ Date: _____



**AMERICAN LEADERSHIP ACADEMY
PARENT/GUARDIAN APPROVAL FORM for NON-CURRICULUM CLUB**

(required for student membership in any non-curriculum club)

Parents may call the school for additional information if needed.

Student Name _____ Grade _____ School _____

Name of Club _____

PARENT CERTIFICATION

As the parent/guardian of the student listed above, I give my permission for this student to be a member of the above named non-curriculum club.

I have read a copy of the club's approved application form, signed by the principal, which includes:

- a summary of the club's purpose, goals, and activities;
- the name of the assigned faculty supervisor or monitor; and
- the group's regular meeting dates, times, and locations.

I understand that:

- copies of this club's charter, constitution, or bylaws are available at the school;
- the club's charter, constitution, and bylaws must be consistent with applicable state and federal regulations, and the club shall comply with all District policies;
- copies of applicable laws, regulations, and policies are available at the school;
- this club is authorized under state and federal regulations only for the purpose of granting
- place in the school for students to meet during the non-instructional time;
- this club and its meetings, ideas, and activities are initiated by students and are not sponsored or endorsed in any way by the Board, the school or by any school employee;
- Faculty supervisors or monitors and other school employees may be present at club meetings in a non-participatory capacity.

I also understand that the school may verify my approval of this student's membership in this club.

Parent/Guardian Signature _____ Date _____

Daytime Phone _____ Evening Phone _____

STUDENT CERTIFICATION

"I certify that the above information is true and accurate and that my parent/guardian personally signed this approval form."

Student Signature _____ Date _____