

Organizations Associations

Constitution

Each organized secondary student body organization shall have a formal constitution and each elementary may have a formal constitution. The constitution adopted by a student body organization should state the name and purpose and activities of the organization and should present the framework within which it will operate.

An official copy of the constitution shall be kept on file in the school office at all times. The elected officers of a student body organization shall consist of at least a student body president and a student body treasurer.

Minutes of Meetings

The student body organization and each club with the organization shall keep minutes of each business meeting. The minutes shall include details of proceedings, including financial matters pertaining to the budget, approval of fund-raising ventures and expenditure authorizations. Each motion shall be reported. In the report the motion should be stated, the person who made the motion and the person who seconded it should be named, and the result of voting should be given.

Organization of Clubs

School-sponsored student organizations must be organized at the school, have a certificated advisor, be composed completely of current student body members and be approved by the Superintendent or designee in accordance with Governing Board policy. They shall hold the majority of their meetings at school and have a democratic plan for the selection of officers. Organization activities shall not conflict with the authority and responsibilities of school officials.

The principal or designee shall direct any group of student seeking recognition as a student organization to submit a district-approved application form which includes the following information:

1. Name of the organization and names of student contacts.
2. A statement of the organization's purposes, objectives and activities.
3. Name of staff sponsor, and a description of the function of staff adviser in the promotion, supervision and leadership of the group. The principal shall have final authority in determining the assignment and role of the staff adviser.
4. The proposed dates, times, and location of meetings.
5. Any special equipment to be used.
6. A description of the qualifications for membership, if any.

7. If a curriculum-related group, a statement of the relation of the club to the curriculum and/or instructional program.

The principal or designee shall establish school rules governing the meetings of curriculum-related groups. Such rules may vary depending on the circumstances that apply such as whether or not academic credit is given for participation in the group.

Finance Committee

Each elementary and middle school student body organization may establish a finance committee. Each high school student body organization shall establish a finance committee.

The finance committee of the student body organization is made up of the director of student body activities and the elected student body officers. It should prepare and submit to the student council a budget for adoption. The committee should also inform the council of the requirement that the council maintain records of its actions. Finally, the committee should act in an advisory capacity regarding the management of student body organization funds.

Student Body Budgets

Each elementary and middle school student body may prepare an annual budget. Each high school shall prepare an annual budget. A preliminary budget prepared by the school finance committee shall be submitted to the student governing body at a time specified in the school's constitution. The preliminary budget shall provide estimated revenues, expenditures and surplus to be on hand at the end of the year. A final or adopted budget shall be approved by the student governing body by a time specified in the school's constitution.

To the extent possible the student body activities must be self-supporting. Individual student bodies must not accumulate excessive ending balances.

Throughout the year, periodic budget reports shall be submitted to the student governing body.

Student Body Finances

Activities

In general a student body organization may engage in any and all activities which are permitted by the Education Code and are consistent with Board policy, district regulations and district procedures.

The following types of activities shall not be engaged in:

1. Activities which subject the district to legal or financial risk or activities which can place students in excessively hazardous or unsafe positions. Examples of these types of activities are those that involve students in the handling of dangerous chemicals, dangerous machines, explosives or other hazardous activities.
2. Activities which are contrary to public policy.

3. Activities or sales which would imply school or district endorsement of specific brand name products or services.

The district will sponsor those activities and functions where close supervision may be exercised by certificated employees of the district. Only district students may participate in student body activities. This does not prohibit bona fide spectators at student body athletic or artistic events. Guest participants at student body events may be approved in advance by the school principal.

Social Events

All social events shall, unless prior approval has been given by the Area Superintendent in charge, be held on school grounds and in school buildings. Social events should seldom be held during the time normally scheduled for instructional purposes.

All social events shall be adequately supervised by certificated personnel, but the supervision may be augmented by parents/guardians and other interested parties. All persons in attendance shall be adequately supervised during the entire time the social event is in progress. All social events shall be conducted with proper decorum and shall reflect credit upon the schools, the students, teachers, administration and the Board.

Hazing

No student shall conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student. Persons violating this regulation shall be subject to district discipline and penalties specified in law. (Education Code 32051)

(cf. 5144 - Discipline)

Regulation FRESNO UNIFIED SCHOOL DISTRICT

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