

School District of Tomahawk

Level 1 Clubs at SDT

1. No new clubs will be considered without administrative approval.
2. No other clubs are allowed to pilot programs at the same time.

A club could be considered Level 1 if all of the criteria below are viable;

- The club is education based and part of an existing curriculum.
- There are opportunities to compete/perform against other schools/clubs in our area.
- All regular meetings take place outside of the school day.

In order to start a formal SDT Club, the following conditions need to be met:

1. A written explanation of the function of the club.
2. A description of how or why the club will benefit SDT students and the school. Included will be the activities that students will participate in.
3. An SDT staff member is identified and agrees to act as the club advisor.
4. The club will need to develop a club constitution and bylaws. This should also include how often, and when and where the club will meet. The document must also identify how school activity code violations are addressed.
5. Approval of the Activities Director, Principal and District Administrator.
6. All approved clubs would be “pilot programs” and all advisors would be voluntary for two school years. During this two-year period, a fund 60 account may be created to “test” the club’s survival. Fundraising is permitted during this time which must follow district guidelines. At the end of the two-year period, a reevaluation of the activity/club will occur. Factors to be considered include:
 - a. Student participation numbers
 - b. Advisor availability
 - c. Budget implications
 - d. Contribution to student life and school culture
 - e. fundraising needs
 - f. scheduling and competitions
 - g. facility use and practices
 - h. health and safety/liability
 - i. the district will provide funding for one substitute only during probationary period.
 - j. Student leadership structure must be identified (President/Treasurer, etc.)
 - k. Advisors may not receive any compensation during the probationary period.

If the Club is approved by the Superintendent after the two year pilot is completed;

1. Funding and/or transportation could be requested after this two-year pilot. If either is granted, board approval will be requested upon full acceptance and approval of the District Administrator. The Activities Director will bring a recommendation of Schedule B placement for the advisor and any budgetary needs will be identified.
2. The activity/club may start their own fund 60 and be permitted to fundraise under SDT guidelines.
3. Club will follow the school activity code of conduct during the probationary period and after final approval is granted.

**** Current school clubs in the district will need to verify their intended level and identify all criteria that meet those expectations. This information must be submitted to the Activities Director by December 1, 2019.**

Level 2 Clubs at SDT

A club could be considered Level 2 if all of the criteria below are viable:

1. The club is education based but not a part of the school's curriculum.
2. It is a leisure activity that is not a WIAA sport.

In order to start an informal SDT Club, the following conditions need to be met:

1. A written explanation of the function of the activity/club.
2. A description of how or why the activity/club will benefit SDT students and the school.
Included will be the activities that students will participate in, how often and when or where the activity/club will meet.
3. An SDT staff member is identified and agrees to act as the club advisor.
4. Approval of the Activities Director and Principal.
5. Student leadership structure must be identified (President/Treasurer, etc.)

In addition, if approved:

1. No funding/budget/ or substitute teacher budget will be available.
2. The activity/club may start their own fund 60 and be permitted to fundraise if following all district guidelines.
3. Use of school transportation may be requested but will need to be paid for by individuals or through fund 60, and scheduled for use outside the normal school day.
4. Advisor may not receive any compensation for their duties as an advisor