

Regulation

EXTRACURRICULAR ACTIVITIES

Assessing the needs and interests of the students of the district:

- A. A school community survey shall be completed every seven (7) years and contain questions concerning the school extracurricular program of the district;
- B. The administration shall be encouraged to solicit information from the students of the district as to interest;
- C. The individual school parent council shall provide information concerning extracurricular activities;
- D. The curriculum committee of the board shall review information concerning extracurricular activities annually;
- E. Coaches and advisors shall solicit information from the members of the activity annually. Individual grade level surveys shall be completed as needed;
- F. Results of assessments shall be discussed by the administration and recommendations presented to the curriculum committee for review prior to full board discussion and action.

Staffing

- A. Job descriptions shall be prepared for each extracurricular activity;
- B. Positions shall be posted and appointments made based on recommendation by the administration;
- C. Appointments shall be made annually.

Program Design

- A. Extracurricular programs shall be open to all students who meet the eligibility requirements of the activity;
- B. Information about the activities shall be made available through website, newsletters, the school folder, daily bulletins and communication from teachers and staff;
- C. The supervising staff shall be knowledgeable in appropriate supervision of students and promote student involvement and participation, not student competition;
- D. The intent of the program shall be to provide opportunities for student involvement in a variety of after school activities.

Evaluation of Program and Staff

The building administrator shall be responsible for monitoring the staff assigned to the program. Program review shall be done informally annually by administrative consultation with the responsible staff and involved students. Formal review of each program shall be conducted every three years.

Adopted:	No date
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