

***Rumson-Fair Haven Regional High School***

**New Club Proposal**

**\*Application Deadlines – March 1st and October 1st Annually\***

Any student having an interest in starting a new club may obtain this New Club Proposal form from the Assistant Principal of Athletics/Student Activities. After the completed form has been returned to the office, the application goes through the following process:

1. Review of the application by the Assistant Principal of Athletics/Student Activities in light of the criteria listed below for school sponsored clubs and conditions for provisional clubs.
2. Applicants will present proposals to the RFH Student Government Association for their review and approval by April 1<sup>st</sup>.
3. Recommendation from the SGA will be made to the Administrative Review Committee.
4. Final written decision by the Assistant Principal of Athletics/Student Activities presented to the Athletics and Activities Committee of the Board of Education.
5. All new clubs that are approved by the Board of Education will be considered Provisional Clubs for two years. Provisional Clubs will be responsible for all budgetary needs through approved fundraising.

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Proposed Advisor: \_\_\_\_\_

Name of Proposed Club/Activity: \_\_\_\_\_

General Description or Purpose of Proposed Club/Activity: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Goal(s) of Proposed Club/Activity

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

List at least six activities or events students will participate in:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

What type of area / facilities do the student need to meet in (classroom, library, gym, etc.)

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When and how often do you intend to meet?

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What will it cost to operate the proposed club/activity? Describe where and how the money will be used.

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List students who will be members of the proposed club/activity (no current 12th graders).

	Student Name	Student ID#
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

**New Club Criteria**

To be eligible for consideration as a club/activity sponsored by Rumson-Fair Haven Regional High School, the following criteria must be met:

1. Evidence of sufficient student interest (i.e., 10 or more students);
2. Availability of an approved adult advisor;
3. Inclusiveness (i.e., the degree to which the club/activity is designed to appeal to and include students regardless of race, sex, religion, national origin, disability, etc.); and
4. No significant duplication of purpose, goals, or activities of an existing school-sponsored club.



**Process**

Step #1 \_\_\_\_\_ Application is filled out and submitted for review by 3/1 - 10/1

Step #2 \_\_\_\_\_ Presentation to the SGA by 4/1 - 11/1

Step #3 \_\_\_\_\_ Recommendation to the Administrative Review Committee

Step #4 \_\_\_\_\_ Recommendation to the Athletics and Activities Committee

Step #5 \_\_\_\_\_ Approval by the Board of Education

\_\_\_\_\_ Approved as a Provisional Club for the \_\_\_\_\_ school year.

Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Superintendent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

...OR...

\_\_\_\_\_ Not approved as a Provisional Club for the \_\_\_\_\_ school year.

Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Superintendent Signature: \_\_\_\_\_ Date: \_\_\_\_\_