

# Griffith Public Schools

## Proposal to create/continue a student club

Any staff who requests to create or continue a student club must complete this form. The information is to be forwarded to the Director of Business Services between March 1 and April 15 for consideration of a new club for the next school year and by September 1<sup>st</sup> for continuing a current club. Approval or denial of proposals will be communicated as soon as possible after receipt of the form. Proposals for a new club and continuation of current club will be approved or disapproved by the joint committee on clubs chaired by the Superintendent, Director of Business Services and the President of the Teachers Union.

Thank you for your interest and continues support in providing Griffith youth with out of classroom experiences.

PLEASE TYPE OR PRINT THE FOLLOWING:

\_\_\_\_\_  
Your Name

\_\_\_\_\_  
School

\_\_\_\_\_  
Phone Extension

Name of Club: \_\_\_\_\_

Where will this club's activities take place? Specify school, room, etc.: \_\_\_\_\_

\_\_\_\_\_

How many students are projected/currently participating in this club? \_\_\_\_\_

What grade level or age level student will participate? \_\_\_\_\_

Will equipment and/or materials be required to operate the club? \_\_\_\_\_

If Yes, please list equipment and/or material. \_\_\_\_\_

\_\_\_\_\_

Is a fee to be assessed to students who participate? \_\_\_\_\_

If yes, what is the fee per student? \_\_\_\_\_

What will the fee be used for? \_\_\_\_\_

Describe the club you are proposing/continuing. Include the goal(s) of the club's activities and the method(s) you will use to measure whether the goal(s) was accomplished.

\_\_\_\_\_  
Your Signature

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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**FOR CENTRAL OFFICE USE**

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Union President

\_\_\_\_\_  
Date

Approval is contingent upon meeting the terms of the proposal as submitted.