

Policies of the Board of Education

Series 300: Instruction

CO-CURRICULAR REDUCTION/ADDITION GUIDELINES

370-Rule (4)

Reduction/Addition of Program Offerings Guidelines

Reduction in Offerings:

In assessing the need to reduce or cut co-curricular programs in the following “priority criteria” will be used to formulate the recommendations(s):

1. The total net cost of the program to district.
2. The total number of participants in the program.
3. The cost per participant within the program.
4. The socialization/spectator value of the co-curricular program to students.
5. The combination of a program offering both a girls and boys option (equity).

Other considerations may include:

1. The number of spectators who pay to view the program (revenue).
2. Increasing fees to offset the cost of maintaining a/all programs.
3. The program is offered by a majority of other conference schools.
4. Booster Club funding/support.
5. The Board of Education retains the right to consider the “academic” value of a program in making final budget cut decisions.

New Offerings: (Initial Requests due by October 31st to Co-Curricular Committee)

In assessing the need to add a new co-curricular activity, including the resumption of an inactive activity, the following criteria will be use to evaluate the request:

1. Sufficient demonstrated interest by the student body.
 - a. Written registration and certification with the principal/activities director of the required minimum number of students who wish to participate.
 - b. A student/parent meeting to discuss the activity.
 - c. Prospects for long-term participation and student involvement.
2. Description of the group’s proposed activities including total district budget implications.
3. Availability of funds within budget guidelines as established by Board of Education.
4. Booster Club funding/support.
5. Availability of necessary facilities within which to conduct the activity.
6. Availability of a qualified advisor/coach approved by the administration.
7. Safety/liability factors for students/District.
8. Final approval of the Board of Education.

**NEW CO-CURRICULAR PROGRAM
Guidelines/Proposal
BOE Policy 370-Rule (4)**

****Initial Request are due by October 31st to the BOE Co-Curricular Committee****

Name of Organization: _____

Contact Person: _____ Phone: _____

Date of Request: _____

I.) Students & Staffing

a. Demonstration of interest by student body.

1. Please attach a written list of students who have signed up or are interested.
2. Date of student/parent meeting: _____
3. Prospect of long term participation and student involvement:

b. Coach/Advisor/Director: _____
(or Names of potential coach/advisor/director)

c. Description of Group Activities:

II.) Budget Implications

- a. Are district funds being requested? Yes No
- b. If yes: approximately how much is being requested? _____
- c. Are you requesting a paid advisor position after a three-year review period?
- Yes No
- d. Is there Booster Club support/funding? Yes No

III.) Facilities

a. What District Facilities are needed for this program?

b. Are there any safety/liability factors for the student/district? Yes No

If Yes, please explain:

Principal/Activities Director

Signature: _____ Date: _____

District Administrator

Signature: _____ Date: _____

Approval by BOE:

Signature: _____ Date: _____

Adopted: July 2004
District

Waunakee Community School

Revised: August 2009