

**Braham Area Public Schools**

**Ind. School District #314**

**Braham, MN 55006**

Adopted: August 20, 2001

Revised: December 17, 2018, December 20, 2021; **July 17, 2023**

**#510 SCHOOL ACTIVITIES**

**I. PURPOSE**

The purpose of this policy is to impart to students, employees and the community the school district's policy related to the student activity program.

**II. GENERAL STATEMENT OF POLICY**

The Activities Program at Braham is considered an integral part of the school's program which provides the opportunity for participation in a wide variety of student-selected activities. Consequently, activities are a vital part of the student's education experience. Such participation is a privilege that carries with it responsibilities to the school, to the activity, to the student body, to the community, and to the individual student. These experiences contribute to the development of learning skills and developing emotional patterns that enable the student to make maximum use of his/her education. Braham student activities are considered extra-curricular to the school's program of education, providing experience that will help to develop boys and girls physically, mentally, socially, and emotionally.

**III. RESPONSIBILITY**

- A. The School Board expects all students and adults who participate in school sponsored activities to represent the school and community in a responsible manner. All rules, regulations and laws pertaining to student and adult conduct and student/adult discipline on campus extends to school activities off campus.
- B. Those students who participate in Braham's supplementary, extended trips and activities must also abide by the MSHSL (Minnesota State High School League) rules and our local District's policies. It shall be the responsibility of those employees who conduct activities to familiarize students and parents with all applicable rules, penalties, and opportunities. (See MSHSL Activities Eligibility Information).
- C. The Athletic Director shall be responsible for disseminating information needed to inform students, parents, staff, and the community of the opportunities available within the school activity program and the rules of participation.
- D. Those students who participate in Minnesota State High School League (MSHSL) activities must also abide by the league rules. Those employees who conduct MSHSL activities shall be responsible for familiarizing students and parents with all applicable rules, penalties, and opportunities.
- F. The school board will ensure that any funds raised for extracurricular activities will be spent only on extracurricular activities.

**IV. PROCEDURE FOR AUTHORIZATION**

- A. School District staff, administrators, or students may submit a written application to the Superintendent by April 15th to be considered as an authorized curricular or co-curricular student club for the upcoming school year. The application must include:
  1. The name, purpose, and objectives of the club;
  2. The types of activities in which club members may be engaged; and
  3. Proposed meeting dates and times.
- B. To be considered for approval, a proposed club or activity must be directly related to the curriculum offered by the School District. "Directly related to the curriculum" means that the club or activity satisfies one or more of the following criteria:
  1. The subject matter of the club is actually taught or will soon be taught in a regularly offered course;
  2. The subject matter of the club concerns the body of courses as a whole;
  3. Participation in the club is required for a particular class;
  4. Participation in the club results in academic credit; or
  5. Activities governed by the Minnesota State High School League.
- C. The Superintendent or the Superintendent's designee will submit the applications for proposed clubs or activities that are directly related to the curriculum to the School Board, and the School Board shall accept or reject an application. The School District shall provide written notification to applicants regarding the School Board's determination on the application. The School Board may request additional information from applicants when deemed necessary for the application.
- D. Groups that are not directly-related to the curriculum will not be recognized as extracurricular activities, but may still access School District facilities subject to the conditions and procedures set forth in School District Policy 801 – Equal Access to School Facilities.
- G. Recognition of varsity lettering through an outside organization does not confer extracurricular status.

***Legal References:*** Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)

***Cross References:*** MSBA/MASA Model Policy 503 (Student Attendance)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 713 (Student Activity Accounting)  
MSBA/MASA Model Policy 801 (Equal Access to School Facilities)

**ADMINISTRATIVE GUIDELINES FOR THE POLICY ON CHARGING  
FEES FOR PARTICIPATION IN EXTRACURRICULAR ACTIVITIES**

1. Students will be charged a participation fee for each activity in which they participate unless they meet requirements as set in item #5 shown below. No student shall pay more than the maximum amount of fees as set by the district on an annual basis. The maximum amount of fees is defined as the combined total of fees for three regular activities - exclusionary of independent contractor rates.
2. Fees must be paid prior to the third day of practice.
3. Fees will be collected at the time and place and in the manner designated by the building principal in cooperation with the activities department.
4. Refunds will be given in the following instances:
  - The student withdraws from participation because of illness, injury or transfer to another school district within the first two weeks of the activity.
  - Students cut from the sport for a reason other than violation of training rules.
5. The process for Activity Fees to be waived will be as follows, and tied to the free and reduced income eligibility guidelines completed and submitted by parents or guardian:
  - If a student/family qualifies for free lunches, they will also have their activity fee waived for each activity they choose to participate in.
  - If a family is wishing to have their fees waived and have not previously filled out the free lunch form, that form will be made available.