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REHEARSALS,  
PRACTICES AND  
RECORDING

Practice involving students from multiple campuses shall have the approval from all principals to conduct rehearsals at a specific campus site.

Students assembled for practice, rehearsal, or recording a program, or for any other purpose outside their own building, shall first have the project approved in writing by the principal.

The sponsors of students participating in rehearsals or practice sessions of any kind within their own campus shall terminate such activities no later than 10:00 p.m.

ORGANIZATION OF  
SCHOOL-  
SPONSORED  
GROUPS

Students in grades 7 – 12 who desire to form a group or club may do so by filing a written request with the principal and furnishing a constitution, charter, bylaws, and an organization plan of operation. The group or club shall have a District employee sponsor who is either a volunteer or appointed by the principal. The sponsor will attend all meetings and activities. Individual class periods/grade level or subject teams are not considered a school sponsored organization. (i.e. 5th period AP English class)

SCHOOL  
SPONSORSHIP

Groups or clubs sponsored by the school shall adhere to the following guidelines:

1. The sponsor shall be a District employee.
2. All financial accounts and files shall be kept in the principal's office.
3. The constitution and/or bylaws shall be approved by the principal.
4. An annual budget shall be filed with the principal detailing revenue and expenditures.
5. All activities shall have prior approval of the principal and shall be placed on the activities calendar and fundraising calendar.

6. The sponsor report for student organizations listing membership and officer requirements shall be filed in the principal's office.

**EQUAL ACCESS FOR  
NONCURRICULUM  
GROUPS**

The following provisions shall apply to student equal access to school facilities for noncurriculum-related group activities. [See FM (LOCAL)]

The regulations listed below do not apply to school sponsored groups or clubs.

**MEETINGS**

Meetings of student groups are subject to the following:

1. Meetings shall be voluntary and initiated by students enrolled in that school.
2. Meetings shall be held during non-instructional time within the normal duty day for personnel. This will normally include approximately one-half hour before the start of the school day and one hour following the end of the school day, depending on building schedules.
3. The school shall not sponsor meetings. A District monitor shall be present at the meetings and activities only in a non-participatory capacity.
4. Meetings shall not interfere with the orderly conduct of educational activities within the school or result in additional or special student transportation provided at District expense.
5. Persons not affiliated with the District may not form, direct, conduct, or control meetings; such persons may attend not more than one meeting per nine-week period.
6. No monitor or employee of the District may be required to attend a meeting if the content of the speech at the meeting is contrary to the beliefs of the monitor or employee.
7. The principal and/or the principal's designee shall be notified in writing at least 48 hours in advance of the time of the meeting and the names of adult guests by the student(s) who is conducting the meeting.
8. The principal shall assign the specific space to be used for the meeting and shall approve, in writing, the use of

the space to the initiating student(s).

9. Appropriate notices of such meetings may be handled in the usual manner for advertising nonschool-sponsored activities.
10. The cost of repair to any damage to District property incurred during such meetings shall be borne by the person(s) responsible and may result in denial of future access to the building.

**PROCEDURES FOR  
PRIVATE MUSIC  
INSTRUCTION**

The District allows music specialists, with permission from the appropriate director and the CCISD Department of Visual and Performing Arts, to give private lessons to students in CCISD. These lessons may occur on designated CCISD property during the student's music class, before or after school, or during the summer under the following conditions:

1. The use of private music lesson teachers by students is voluntary.
2. The school district and the student must benefit from the private music lessons.
3. Private lesson teachers must complete the required application, yearly agreement, and contract through the Human Resource Department. They must also complete yearly training as provided by the Music Enrichment Department.
4. CCISD does not charge a fee for private lessons. However, CCISD does set a maximum amount per lesson that instructors may charge for private lessons.
5. A minimal rental charge is assessed to the private teacher for the use of District facilities.
6. A one-time annual enrollment fee is charged to each student to cover facility usage costs.
7. If private lessons are taught during non-school hours, a CCISD employee monitor will be present.
8. A CCISD employee or parents of intermediate school students must be present in the immediate vicinity during their child's after school or summer private music lesson.