



Columbia School District Club Proposal Form

Date of Submission: ____ / ____ / ____

Submitted By (Name): _____ Role/Title: _____

Email Address: _____ Phone Number: _____

All new clubs are considered a pilot program to determine their success after one full academic year. No additional compensation will be provided to the advisor for duties related to this club during the duration of the pilot program.

General Information

1. Proposed Club Name:

2. School(s) the Club Will Operate In:

Elementary Middle High

List Specific Schools: _____

3. Intended Grade Levels:

K-2 3-6 7-12 Other: _____

4. Club Type:

Academic Service Cultural STEM

Fine Arts Athletic/Wellness Other: _____

Purpose & Goals

6. Mission or Purpose Statement:

(What is the main goal or reason for this club?)

7. How does this club align with the district's mission, vision, or strategic plan?

8. Planned Activities/Programs:

(Include types of events, meetings, community service, competitions, etc.)

Logistics & Supervision

9. Club Advisor(s)/Sponsor(s) Name(s): _____

Staff Member? Yes No Building: _____

10. Estimated Number of Participants: _____

11. Proposed Meeting Schedule (days/times): _____

12. Proposed Meeting Location(s): _____

13. Transportation Needs (if any): None Bus Parent-arranged Other: _____

Funding & Support

14. Does the club require funding?

Yes No If yes, estimated budget: \$_____

15. Source(s) of Funding:

School Budget PTO/PTA Fundraising Grants

Other: _____

16. Materials/Resources Needed:

(Technology, space, supplies, guest speakers, etc.)

Approvals & Review

17. Principal Recommendation:

Recommended Not Recommended Comments:

Principal Name: _____ Signature: _____ Date: _____

18. District Administrator Review: Approved Denied

Comments or Conditions: _____

Superintendent Name: _____ Signature: _____ Date: _____