

## ADDING A NEW ACTIVITIES/ATHLETIC PROGRAM PROPOSAL APPLICATION

Submit a letter/proposal to include the following:

- 1) Athletic/Activities Director Approval for consideration.
  - a. Have interest that is acceptable to the associated student body and the administration.
  - b. Does the new program fall under the sanctions of the WIAA?
    - i. Season Requirements
    - ii. Coaching Requirements
  - c. Does interest fall in line with the tri-annual Athletic Interest Survey?
  - d. How does the interest impact Title IX?
    - i. If adding any sport to a school, how it will impact Title IX with in the school system 7-12. If adding a sport will offset the Title IX numbers from one gender to the other gender, it may not be considered. If the sport is a combined gender sport, then, it will not have an impact as the opportunity is for both.
  - e. How does the addition of new program impact current programs?
  - f. Are there other schools with in the local geographic area to participate against?
    - i. This may require conference approval to participate in a new program.
- 2) Develop and submit policies and procedures, which should include recommended practice facilities and financial obligations that support the Burlington-Edison School District Athletic Program purpose and philosophy.
- 3) Propose a budget including revenue and expenditures for the following:
  - a. Coaches-Head and/or Assistants
  - b. Transportation
  - c. Equipment
  - d. Uniforms
  - e. Facility Rental, if required.
  - f. Other items:
- 4) Obtain Burlington-Edison ASB approval.
  - a. A formal approval to be a team or club through the ASB is required by the student body. (See ASB advisor for details)
- 5) Obtain Northwest Conference Permission to join league.
- 6) Obtain N.W.I.A.A. District One Permission to join District for post-season purposes.
- 7) Obtain W.I.A.A. State permission to join.
- 8) Obtain Burlington-Edison Building Principal Signature for approval.
- 9) Obtain Burlington-Edison Superintendent Signature for approval.
- 10) Obtain the School Board's Approval.
  - a. This will include a presentation to the school board prior to final approval by school board.