

Education Programs

Independent Provider Activity Programs

I. Purpose

This policy provides criteria and rationale for the school district to facilitate student activities through the use of an independent provider. An independent provider is an individual, group, or organization that provides an opportunity for district students to participate in an extracurricular program that would not normally be offered and sponsored by the district.

II. General Statement of Policy

The school district recognizes that situations occur when, although students demonstrate an interest in an activity, the district is unable to sponsor the activity due to staffing, facilities, budget, or other limitations.

III. Criteria and Procedures

- A. On an annual basis, the activities director, working with the Student Activities Advisory Committee ("SAAC"), will review and approve or disapprove of requested independent provider activities.
- B. The independent provider activity may not duplicate an existing school district activity and must follow all district policies.
- C. Activities under consideration by the Minnesota State High School League ("MSHSL") will be given preferred consideration.
- D. All participants in the independent provider program must be ~~fully~~ full-time enrolled students in the district in grades 7-12. Students below grade 7 are not eligible to participate in the program. The independent provider program can limit ~~participate~~ participation to grades 9-12 at its discretion. Given the independent nature of these providers, ~~a~~ Appendix IV I to ~~p~~ Policy 628 regarding participation of 7th and 8th grade middle school students in interscholastic athletics does not apply to independent provider activity.
- E. There must be a team component and public competition involved for an activity to qualify as a program under this policy. ~~All members of the team must be full-time students in grades 7-12 in the district.~~ The team will be allowed to use the high school official logo, nickname, and school colors in accordance with the district's brand guidelines in its competitions. Any use of the district's copyrighted Hornet logo by an independent provider must be specifically approved by the director of marketing and communications.

IV. Procedures and Requirements

- A. An individual, group, or organization interested in applying for independent provider status should obtain an application packet from the high school activities office and complete the application packet, including additional background information. Renewal applications and compliance information must be done annually. Failure to renew annually jeopardizes independent provider status and benefits.
- B. The application and relevant materials must be completed and submitted to the activities office for review by SAAC no later than two months prior to the start of the independent provider-sponsored activity or on a designated date as determined by the administration. SAAC will review the application, ~~and~~ decide whether an independent provider status will be granted. ~~and Additional information and/or a request for appearance at a SAAC meeting may be necessary. SAAC will~~ ensure that the school board is informed of new independent providers. ~~for information as an appendix to this policy (Appendix H).~~ The activities office will notify the provider of the ~~school~~ district's decision. ~~The activities office will maintain a complete list of all currently approved independent providers. Additional information and/or a request for appearance at a SAAC meeting may be necessary.~~
- C. The independent provider is responsible to collect registration forms, fees, and other program-related information, and submit all items simultaneously to the activities office.
- D. Students are responsible for knowing and following all ~~school~~-district rules and policies concerning student activities including, but not limited to: attendance, conduct, academic eligibility, and all other district eligibility requirements. ~~(see Student Rights and Responsibilities Handbook and Policy 627; Athletics, Fine Arts, and Activities — Participation and Academic Eligibility).~~ Students will be disciplined for infractions.
- E. The independent provider must review the district's policies related to discrimination, harassment, and violence ~~policies~~ and ~~to provide~~ ~~these policies~~ to employees who will be working with the students. The independent provider must be aware ~~of~~ and adhere to ~~of the~~ all district policies.
- F. The independent provider will provide to the district ; a certificate of liability insurance to provide for the safety of the student participants, naming the district as an additional insured party.
- G. As necessary, the independent provider will provide proof of adequate workers' compensation coverage to the district.
- H. The independent provider will provide the district with completed background checks on all coaches, advisors, employees, ~~or~~ ~~and~~ and volunteers with the independent provider. Such background checks will be of a type acceptable to

the district. The independent provider will cover the costs and any related incidental expenses ~~to~~ [for](#) the background checks.

- I. All costs for the independent provider will be provided by the independent provider and/or participants. With availability and following district facility use policies, the independent provider may use district facilities for practices and/or games/contests.
- J. In order for participants in an independent provider activity to qualify for an Edina letter "E," the independent provider must have written lettering criteria meeting the requirements of this policy, approved by SAAC, and in place prior to the start of the season. The minimum requirements for lettering are:
 - 1. The individual members of the team must have a time commitment of at least 150 hours, similar to other district activities in which a letter may be earned.
 - 2. The participation must be at an advanced rather than an entry level.
 - 3. The independent provider sport/activity must have a competition component, some part of which must be held in Minnesota, must be against other high school programs or clubs, and must be organized in such a way that the general public is aware of and may attend if they choose. The competitions must use a set of standardized rules or guidelines for play, teams must be able to compete against other teams of similar age, and there must be officials or judges who apply a standard set of judging criteria.
- K. At the conclusion of the season, the independent provider will provide the activities office with its awards list within seven days so certificates and letters can be prepared. Fees for providing certificates of participation and chenille letters ("E") are the responsibility of the independent provider.
- L. Upon approval, the district will work cooperatively with the independent provider and involved coaches, advisors, and participants ~~on~~ [to](#) ~~meeting~~ the needs of the activity program. This cooperation includes appropriate participation in meetings and communications.
- M. Approval as an independent provider will be effective for one calendar year or one season at SAAC's discretion.

Cross References:

Policy 627 (Athletics, Fine Arts, and Activities – Participation and Academic Eligibility)

Policy 628 (Student Activities Program)

~~Edina Public Schools Student Rights and Responsibilities Handbook~~

[Student and Family Handbook, for the relevant Edina Public Schools location.](#)

amended: 07/23/12
revised: 08/17/15
revised: 06/21/21
revised: __/__/26

Appendix I

Student Registration Form—Independent Provider Activity Programs

Edina High School Activities Department

6754 Valley View Road • Edina, MN 55439 • 952-848-3815 • Fax 952-848-3818

This form must be completed and returned to the Activities Department before the student will be permitted to participate in independent provider activity programs:

Program/Activity/Sport: _____

Independent Provider: _____

Student Name: _____ Grade: _____
First MI Last School (circle one): HS SV VV

Date of Birth: _____ Male _____ Female _____ Student ID#: _____

Parent/Guardian A Father's Name: _____ Cell Work Phone: _____

Parent/Guardian B Mother's Name: _____ Cell Work Phone: _____

Address (Street, City, Zip): _____

Home Phone: _____ Student lives with (circle one): Parent/Guardian A Mother
Parent/Guardian B Father Both

Person, other than parent/guardian beside parent, to notify in case of emergency: _____
Phone: _____

I understand that this activity is provided by an independent provider and is not an activity of Edina Public Schools. My student will follow the policies and procedures of Edina Public Schools when participating in the program. All monies paid to the district are for administrative processing of end of the year awards for the program.

Parent/Guardian Signature _____ Date: _____

I will follow the policies and procedures of Edina Public Schools when participating in the program.

Student Signature _____ Date: _____

Independent Provider Insurance Waiver

I fully understand that Edina Public Schools **DOES NOT** provide insurance coverage for my student while participating in independent provider activity programs and that it is my responsibility to provide insurance coverage for my student.

Insurance Company: _____

Parent/Guardian Signature _____ Date: _____

Release of Student's Name and Pictures

Public directory information includes a student's name and pictures for a student participating in independent provider activity programs or events.

Parent/Guardian Signature _____ Date: _____

DISTRICT USE ONLY

Date:	Independent Provider Activity Program:	Fee Paid:
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Reviewed: 6/21/21 (/26)

~~Appendix H~~

~~INDEPENDENT PROVIDERS~~

~~Snowboarding
Equestrian
Rugby
Trapshooting
Ultimate Frisbee
Bowling
Figure Skating~~

~~Updated: 6/21/21~~