

Name of the club: _____

Walton High School Club Request Application 2015-2016

- Due: Friday, April 24, 2015 at 3:00 p.m. in Dr. Williams' G-Hall Office
- Applicants are to sign up for an interview time when returning the club request.

Name of student wishing to create club: _____

Grade: _____ Homeroom: _____ E-mail address: _____

Telephone (Home): _____ Cell Phone _____

Sponsor (staff member): _____ Signature _____

Submit a club constitution with sponsor and member input to include the following:

Article I: Name of Club

The name should be representative of the club's purpose.

Article II: Purpose of Club

Include the vision, mission, goals, and objectives of the club. How is this club going to benefit the students, the school, and/or the community?

Article III: Powers

Include how the constitution may be changed and voting procedures to approve proposals. No changes are ever made without the approval of the sponsor

Article IV: Meetings

Include the location, day (example-1st Tuesday of the month), and time of scheduled meetings. Consider meeting days of existing clubs.

Article V: Membership

Include membership, attendance, and financial requirements. Include reasons for dropping a member from the group, replacing an officer, and mandatory club requirements. Sponsor approval is required.

Article VI: Dues

Include the amount of the dues and what the dues cover. Most dues include a club T-shirt. If dues are collected, the sponsor must receipt them. The sponsor must see the school bookkeeper to set up an account for the club. Checks should be made payable to Walton High School. All expenditures must have prior approval of the sponsor.

Article VII: Officers and Duties

Include the club officer titles and the specific duties of each officer. Clubs can only have one president, vice-president, secretary, and treasurer.

Article VIII: Elections

Include the qualifications and procedures for electing officers.

Article IX: Activities, Projects, & Community Service

Provide a list activities and projects of the club. All clubs are encouraged to participate in at least one community service project per semester.

