

So You Want to Start a Club...Yay!

Please use the checklist below to help you understand the process. The goal of any club at TMS is to be based on student interest and give students another place to connect with an adult and other kids in a positive way.

To get approval for your club, you must fill out the following information:

Name of your proposed club:

Purpose of club:

Could your club's needs be met by one of the current clubs at TMS?

- Get some kids interested in your club AND GET A STAFF MEMBER TO SPONSOR YOUR CLUB

Staff Member Signature _____

If unable to find a staff member, see Ms. Rusk for assistance to find a staff member. A staff member is required to run a club. There must be adult supervision.

Once Ms. Rusk approves your club, you will need to do the next steps with the staff member and the rest of your club.

- Create a startup list of expenses (if any) for the ASB Cabinet to discuss
 - One example is that a game club might need some money to pay for their board games
- Use the template for the Constitution to become an official club (it looks scary, but just fill in some blanks, does not have to be fancy) You may do this at your first meeting and doesn't have to be complete to start a club
- Write an announcement to advertise your club meeting date and location (must be done with staff member to determine their availability) and email Mrs. Melton
- Your staff member must add the page to the club pages section on the website. Mrs. Short will help with the webpage.