



SIERRA HIGH SCHOOL CLUB CONSTITUTION

CLUB NAME: _____ SCHOOL YEAR _____

We, the members of the _____ club, desiring to develop tradition which will bring honor to ourselves and to our school, observe the following principles:

Section 1: To encourage leadership, use of initiative, and good judgment by all club members

Section 2: To recognize the purpose of our club to promote the physical, mental and social, and emotional well-being of individual club members.

Section 3: To emphasize unity, ethical conduct, and courtesy.

Section 4: To ensure a workable and equitable relationship with all other school organizations as well as faculty.

Section 5: To promote and support the _____ program at Sierra High School

ARTICLE I: Name

The name of the organization shall be the _____ club of Sierra High School.

ARTICLE II: Eligibility for Membership

Section 1: All person participating in this club shall

- Be members of the Sierra High Student Body
- Be enrolled in a sufficient number of classes
- Encouraged to purchase an ASB card before becoming a member
- Pay any club dues

ARTICLE III: Meetings

Meetings of the Sierra High _____ Club will be held once a month or as needed in room _____.

ARTICLE IV: Club Officers

Section 1: The approved officers of the club shall be:

- President _____ Student ID# _____
- Vice President _____ Student ID# _____
- Secretary _____ Student ID# _____
- Treasurer _____ Student ID# _____
- Commissioner of Publicity _____

Section 2: The duties of the club officers shall be:

President

- Preside over all club meetings following Robert’s Rules of Order
- Appoint all committee chairpersons
- Call any additional club meetings
- Provide club members with a one-day advance notification of all meetings

Vice President

- Preside over all meetings in the absence of the President
- Call meetings, if necessary
- Assist the President in conducting business

Secretary

- Maintain an official record of all club proceedings
- Assist the President, if necessary
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Treasurer

- Follow the club finances
- Give financial reports to club members

Commissioner of Publicity

- Assist the President and Vice President in publicizing meetings and club functions

ARTICLE V: Legislation

Section 1: Bills may be introduced to the _____ Club by

- A motion made by a club member
- Seconded by another club member
- Approved by a majority of the members present at the meeting

ARTICLE VI: Amendments

Section 1: Amendments may be introduced to this Constitution by being:

- Presented by a club member
- Seconded by another club member
- Approved by a majority of the members present at the meeting
- Have the approval of the advisor

ARTICLE VII: Finance

Section 1: Expenditure of club funds must be approved by a majority vote of the _____ Club members of the meeting.

Section 2: All club fund raisers must be approved by a majority vote of the _____ members present at the meeting.

Section 3: All club fund raisers must be approved by the Student Site Council.

Section 4: All funds collected must be deposited to the Accounting Officer in a timely manner. No funds are allowed to be kept in a classroom or locker.

Section 5: An annual budget and minutes from monthly meetings must be submitted to ASB.

ARTICLE VIII: Recognition

Recognition for participation in the Sierra High _____ Club can be shown with the Sierra High Activity cord to be worn at graduation. In order for a club member to be awarded an activity cord, club members must:

- Meet all requirements to be an active member of _____ Club in their senior year
- Attend a minimum of seven (7) club meetings during their senior year (attendance shown through meeting minutes submitted monthly)
- Maintain eligibility throughout the duration of their senior year (2.0 GPA with no more than 1F or 1U)
- Submit application for approval by deadline at the end of April in the graduation year

Advisor's name (PRINT): _____

Advisor's signature: _____

President's name (PRINT): _____

President's signature: _____

Activities Director

Please note: This is the standard form used for club acceptance by the Student Site Council. Clubs may update this form at any time, but a copy must be submitted to ASB for their records. All forms must be renewed every school year to show change of officers.