

Club Application (New and Renewal)

Due: October 1st

Date Submitted: _____

Name of Club: _____

Name of Club President: _____

New: Renewal:

Club's Purpose: _____

Meetings will be held

Weekly Bi-weekly

Monthly

On _____ (day) in room # _____

Faculty Advisor's name (printed): _____

Advisor's Signature: _____ Date: _____

Club President's Signature: _____ Date: _____

Club President's Email: _____ Date: _____

Charter Members

	Name	Signature	Date
President			
Vice President			
Treasurer			
Secretary			
Pledge #5			
Pledge #6			
Pledge #7			
Pledge #8			
Pledge #9			

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Pledge #10			
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Will this club participate in Club Rush on Wednesday October 17th in the North Quad?

This is **NOT** mandatory!

YES

NO

If participating in Club Rush, ASB will make a sign to post on the table at the fair.

****CLUB REQUIREMENTS** (PICK ONE ACTIVITY)**

To help promote College and Career Readiness school wide, each club is required to plan at least one of the following events.

1. Host a career-based guest speaker

2. Career-based event / Field Trip

3. Lunch Time Activity

- If you're hosting a guest speakers, please register him/her through the College and Career Center. A Club Guest Speaker/Event form can be found in the College and Career Center and also in this packet. For more information regarding guest speakers and events, contact Ms. Harada at lharada@esUSD.k12.ca.us or visit her in the College and Career Center (A105.)
- To host an LTA, the club President will need to fill out a Date Request (available in the Activities Office).

MINUTES:

When holding a formal meeting (such as when choosing Club officials or planning Club events) a record of that meeting will need to be kept. Please send/share all minutes to pstregis_20@esUSDstudents.org via Google Docs.

Approval (post turn-in):

Activities Director: _____

School Principal: _____

ASB President: _____

Recorded in Student Council Minutes on (Date): _____

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****Please fill in this template or attach your own constitution****

Sample Constitution:

Date: _____

Preamble:

The club shall be known as _____

sponsored by _____

The club purpose is to give the opportunity for all students of ESHS to

Article I Meetings

1. Any students is encouraged to participate.
2. Officers shall be elected by the club members by secret ballot.
3. Officers will include _____, _____, _____.
4. Election of officers shall take place during _____.
5. Active members are entitled to the right to vote, hold office, and to participate in Club activities.
6. Students attending _____ consecutive meetings will be considered active members.
7. Students will be considered non-active after missing _____ consecutive meetings.
8. Meetings will be held (weekly/monthly/annually) on _____.

Article II Dues and Fundraising

1. Dues shall be set forth in the amount of \$ _____, payable _____.
2. Funds from dues will be used for _____.
3. Funds from fundraising efforts will be used for _____.

Article III ASB Account Number is _____.

Article IV Written by _____

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Budget Form:

School Year: 2018-2019

Name of Organization/Club: _____

Estimated Revenue

Description (Dues, fundraisers, donations, etc...)	Estimated Revenue

Estimated Expenses

Description (Field trips, supplies, etc...)	Estimated Expenses

Ending Balance and Carryover

Differences between total revenue and expenses	
Plus carryover (ending balance) from prior year	
Project ending balance	

Approval:

Club Treasurer: _____

Date: _____

Club President: _____

Date: _____