



Academy of the Canyons Club Application 2016-2017

ASB sponsored clubs should have the following purposes:

- A. Give students an opportunity to further a special interest
- B. Give service to the school or community
- C. Give students an opportunity to develop leadership skills

The club program at AOC is for the students. Students should conduct meetings, plan their yearly program, establish a budget, keep it up to date throughout the year, and make their own arrangements for functions.

In order to gain recognition as an “approved club” and having the privilege of calling meetings or carrying on any activities associated with the school, it is necessary for the students to comply with the following rules:

- I. Have a regular faculty sponsor who will attend all club meetings and activities.
- II. Submit a club application form to the ASB box in the Teacher Office. This application must be resubmitted each year to maintain club’s active status.
- III. Craft a constitution, which states the club’s purpose, qualifications for membership, time and place of meetings, and the officers and duties.
- IV. Submit copies of the constitution to the ASB office, and a digital copy to Ms. Ruiz. Approval or disapproval shall be recommended through the ASB Executive Council.
- V. Meet on campus unless permission is received to meet off campus. A **minimum number of 10 regular attendees** are needed to maintain the club’s existence.
- VI. All planned events must be entered on the Master Calendar using an Activity Request form. All notices to the Weekly Bulletin must be signed by the advisor, the designated student for this activity and entered on the Master Calendar.
- VII. Club use of social media is strongly discouraged, and club advisors are solely responsible for all social media use.

Academy of the Canyons

Drafting an Organization Constitution

Title

Complete the title of the organization printed at the top of the first page with the word “Constitution” printed underneath it

Preamble

Consists of a brief statement of the aims and purposes of the organization

Article I – Name

State the name of the organization, and if the preamble is omitted, contain a short statement of purposes of the organization

Article II – Membership

- Define the requirements necessary for membership:
 - Must be a student body member
 - Must maintain a grade point average of 2.0
- Officers – List officers of the organization and determine the length of their term of office.

Article III – Selection of Officers, Term of Office, and/or Qualifications

Includes how officers are selected, who elects them, how long they should hold an office and what the qualifications of the office shall be.

Article IV – Meetings

States the time for regular meetings and provide a method by which special meetings may be called and by whom.

Article V – Amendments

Contains a statement of the method of amending the constitution and of the vote required for such amendments

Article VI – Schedule

States date on which the constitution becomes effective.

Academy of the Canyons Club Application Form

Name of Proposed Club _____

Purpose of Club - Why do we need this club on campus? How does this club develop our school culture and community?

Name of Club Advisor(s) _____

Signature of Club Advisor(s) _____

President _____ Vice President _____

Secretary _____ Treasurer _____

Other Officers _____

List Members on attached Membership Roster

After approval of this form and the Club constitution by the persons named below, the club will be considered chartered and may hold meetings and have membership drives.

ASB Advisor

ASB President

Director of Activities

Final Approval: _____

Date: _____

Principal

Academy of the Canyons ASB Club Roster

Members:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

11. _____

12. _____

13. _____

14. _____

15. _____

16. _____

17. _____

18. _____

19. _____

20. _____