

STARTING A CLUB AT SHS

Steps:

1. Email Clubs Commissioner Sherrilyn Ling with a brief synopsis of your club idea. (sherrilynling@yahoo.com). If the Clubs Commissioner confirms that there are no other similar existing clubs, you may proceed with the application process.
2. Present your idea at an ASB lunch meeting and bring the necessary paperwork included in this packet. Only the club presidents need to be present at this meeting.
3. If you pass the lunch meeting, you will present your club to the general ASB at the next ASB night meeting.
4. If you pass the night meeting with a majority vote, your club will be put on a one-month trial. You may now start holding club meetings/create club events/host fundraisers.
5. It is standard policy for existing clubs to turn in minutes at the end of each grading period to the Clubs Commissioner. However, officers for clubs on the one-month trial should turn in minutes at end of the trial. Officers can download the Club Minutes form off of the ASB website (make sure to use the form for NEW CLUBS). If this requirement is not met, the club will be immediately cut.
6. If your club passes the one month trial, congratulations! You now have an official SHS club. Please fill out the form under the "Create a Club" page on the ASB website so we have your club on record.

Please note: Starting a club is not easy, and maintaining one is not any easier--the best advice we have for you is to only start a club if you are truly interested in the field. We ask that you do not start a club with the sole purpose of putting it on your college application. If you know there is a club on campus that is similar to your idea, merge with the existing club, as there is already a surplus of clubs on campus.

SHS NEW CLUB APPLICATION FORM

Club Name: _____

Club President(s): (Name and grade) _____

Club Advisor: _____

Date and Time of Meetings: _____

Mission Statement: (about one thorough paragraph describing the intent and goals of the club)

Please list additional officer positions you wish to have and what roles they would serve. If these positions are already filled, please give the name and grade of each elected officer.

Signature(s) of Club President(s)_____

Signature of Club Advisor: _____

NEW CLUB PETITION FORM

Club Name: _____
Club President(s): _____

Please obtain the signatures of at least 20 potential club members.

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| 1. _____ | 14. _____ |
| 2. _____ | 15. _____ |
| 3. _____ | 16. _____ |
| 4. _____ | 17. _____ |
| 5. _____ | 18. _____ |
| 6. _____ | 19. _____ |
| 7. _____ | 20. _____ |
| 8. _____ | 21. _____ |
| 9. _____ | 22. _____ |
| 10. _____ | 23. _____ |
| 11. _____ | 24. _____ |
| 12. _____ | 25. _____ |
| 13. _____ | 26. _____ |