



## SCHOOL CLUB CONSTITUTION

### *Article I - Name*

"The name of this organization shall be the \_\_\_\_\_"

### *Article II - Purpose*

"This club has been established for the purpose of promoting, supporting, and improving..."

### *Article III - Objective*

This club and members will conduct itself in a manner which is free from racial discrimination and which provides equal opportunity and treatment for all members irrespective of race, color, religion, sex or national origin.

### *Article IV - Membership*

Membership is open to all persons regardless of race, sex, religion or national origin interested in furthering the purpose of the club.

There shall be two categories of membership: A: Regular and B: Honorary

A. Regular Members are parents, guardians, or individuals who support the purpose of the club. They shall pay dues or fees as decided by club presidency and sponsor, supervisor, or monitor. They shall have the right to vote and have the right to hold a club office.

B. Honorary Members are those individuals selected by the Executive Board of the club who have helped the club or displayed a profound interest in its purpose. Honorary Members shall not pay dues, vote or hold elective office.

### *Article V - Finances*

#### A. Income

1. Income shall be primarily derived from the collection of dues, donations, or as specified.

2. Any changes in dues or fees recommended by the Executive Board must be approved by a majority vote of the regular membership.

#### B. Annual Accounting

An annual accounting shall be conducted in accounting accordance with District Rules and Regulations #1230, sections 1.6.1 and 1.6.2.

## *Article VI - Meetings*

### A. Executive Board

The executive board shall meet at least \_\_\_\_\_. The exact date and location is to be determined by the Executive Board. This meeting should be held prior to the date of any regular membership meeting.

### B. General Membership

The General Membership shall meet at least \_\_\_\_\_. The exact date and location shall be determined by the Executive Board.

### C. Special Meetings

Special Meetings of the membership may be called when deemed necessary by the president or by petition by the General Membership.

### D. Minutes

Minutes of each meeting shall be recorded by the club secretary. These minutes shall be distributed to the General Membership.

## *Article VII - Elections*

### A. Term

1. An election of officers shall be conducted once a year. This shall be conducted in May, with the term of office running from the first day of the next school year through the end of that school year.

2. The sponsor, supervisor, or monitor shall recommit for the upcoming school year or another advisor must be found before the end of May in order for the club to continue under this constitution.

### B. Nominations

1. A nominating committee consisting of members, shall be appointed by the Executive Board.

2. The committee shall elect it's own chairman.

3. The committee shall present a slate of at least one, but preferable two or more candidates for each office.

4. Nominations may be made from the floor with the consent of the nominee.

### C. Voting

1. The nominating committee shall be responsible for the preparation, distribution, collection and counting of ballots, recording and reporting the results to the club president.

### D. Vacancies

1. A vacancy in the office of President shall be filled by the Vice-President.

2. Vacancies in other offices shall be filled by appointments by the Executive Board.

## *Article VII - Officers*

### A. Elected Officers

The elected officers shall be; the President, the Vice President, Secretary, Treasure and members of the Executive Board.

### B. Appointed Officers

Appointed officers shall be selected by the president with the approval of the Executive Board. Such positions may be temporary or concurrent with the terms of the Executive Board.

## *Article IX - Executive Board*

The Executive Board shall be the governing body of the club. Elected officers shall be voting members of the Board. Appointed officers shall be non-voting members of the Board. All business conducted by the Board shall be by vote of the majority of the voting members present.

## *Article X - Amendments*

This constitution may be amended or revised by a 2/3 majority of the regular members present at a regular or special membership meeting.

## *Article XI - Parental Consent*

Informed written permission from either parent with legal custody or other legal guardianship is required prior to a student's attending or joining a club. [District Parent/Guardian authorization form is required.](#)