TEECS STUDENT LEAD CLUB APPLICATION FORM 2018- 19

Thomas Edison EnergySmart Charter School Club Application Form 2018-2019

Below you will find the application to form a student club at TEECS. Please complete the form and subsequent information and submit your completed application to _____

Name of club:

_____

Name of student wishing to create a club and Grade level:

_____

Email:

Description of club (Please describe the club being proposed. Include the benefit this club could provide the TEECS)

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Grades Intended to Participate: 9 10 11 12

Advisor (Teacher):_____

Teacher Advisor Explanation: (In a few sentences, please explain why you have agreed to be the advisor for this club and what benefits you feel it will have to our community)

_____

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*Before a new club may be formed, a school staff member must be willing to accept the following responsibilities: Be present at all club meetings and sponsored activities. Approve all notices concerning activities. Account for all money through the bookkeeper. Approve all activities and submit activities that will take place on TEECS's campus. A staff member should not agree to sponsor a new club unless he/she has the time and commitment to help make the group become a viable and long-lasting one that benefits the students, school, and/or the community. Club Expectations: Clubs preferably meet meet after school between the hours of 3.00 p.m.– 4:00 p.m. Clubs must have the sponsor present at all meetings and club-sponsored activities. Presidents of clubs are expected to attend Inter-Club Council meetings. Club approval is for one year only. Clubs must submit a renewal application for the next school year at the end of the current school year. Student-initiated clubs must meet in January with Student Council for a mid-year review and share required artifacts.*al.

Club Requirements: Each club must complete the following when submitting an application.

1. *Signature of Prospective Members*: Each application must have the signatures of 5 students interested in participating in the club.

Prospective Member Name (Print)	Prospective Member Grade	Prospective Member Signature	Prospective Advisor

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***2. Constitution*: Each club must complete a constitution providing an outline of club activities.**

Club Constitutions should include the following:

- Article I: Name of Club (Name should be representative of purpose)
- Article II: Purpose of Club (Include vision statement, mission statement, goals, and objectives of the club. Also include how the club will benefit the students, school, and/or community)
- Article III: Powers (Include how the constitution may be changed and voting procedures to approve proposals to the club)
- Article IV: Meetings (Include the location, day, time, and frequency of club meetings. Also include managing attendance for club meetings and expectations of attendance)
- Article V: Membership (Include membership expectations, attendance expectations, and financial requirements. Include reasons for including and excluding members from the group, replacing an officer, and mandatory club requirements.)
- Article VI: Officers and Duties: (Include the club officer titles and duties of each officer. Also include process by which officers are determined.)
- Article VII: Activities, Projects, and Community Service: (List activities and projects of the club. All clubs are encouraged to participate in at least one community service project per semester.)
- Article VIII: Previous year's report card & discipline records
- Article IX: Essay: Why do you want to open this club and what makes you the right candidate to lead this club?

Please submit the club application for approval either to Mrs. Ghosh or Mr. Robert. Once upon approval, students need to register through community pass.

- **There will be multiple clubs running under the same supervisor at the same location due to constrain in shortage of supervising staff and location.**

Supervisor Signature Approval: _____

Date: