

## **BUCHANAN HIGH SCHOOL – CLUB PETITION**

### **GENERAL INFORMATION**

Clubs are chartered by the Student Council. Petitions for organizing a new club and request for continued club recognition are available in the Activities Office. These forms must be completed, approved by ASB Officers and put on file in the Activities Office along with the club's constitution. The organization will meet once a month. The advisor will be required to attend advisor meetings, if called.

### **CLUB TRIPS**

Itinerary for club trips must be submitted to the Activities Office six weeks in advance to allow for board approval. Itineraries must be filed for all off campus trips.

### **REQUEST FOR ORGANIZING A NEW CLUB**

If it can be demonstrated that the need exists for a new club, and if enough students express interest in inaugurating and maintaining it, and if faculty sponsorship can be secured, and if certain formal requirements are met, it is possible to organize a new club within the Student Body framework.

THE FOLLOWING STEPS ARE NECESSARY:

1. A petition must be presented to the Student Council. The petition must state specifically the purpose, names, dues, and membership requirements of the club. The petition must be signed by at least fifteen members (in good standing) of the Associated Students of Buchanan High School.
2. The signers of the petition (including organizers of the proposed club) should include a fair proportion of sophomores and juniors to assure continuance of the club from year to year.
3. Prior to the approval of the petition by the Student Council, the Organizers must submit a typewritten club constitution to the Activities Office.
4. The constitution must be approved by the Activities Office, ASB, & Buchanan administration.

A new club exists after these steps have been taken; it is duly constituted and becomes a contributing part of the student body organization.

Things to consider before starting a new club:

- Do I have a staff member who is willing to lead my club?
- Is there a similar club on campus? If so, club petition may be denied.
- Are there other students interested in joining the club?

**BUCHANAN HIGH SCHOOL  
NEW CLUB PETITION**

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**CLUB NAME:**

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**FACULTY ADVISOR:**

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**PURPOSE:**

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**GOALS:**

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**MEMBERSHIP WILL CONSIST OF:**

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The following students do hereby affirm that they will support and help maintain the above-named club.

Elected Offices for the club are as follows (check all that apply):

- |   |                                    |
|---|------------------------------------|
| <input type="checkbox"/> President      | <input type="checkbox"/> Historian |
| <input type="checkbox"/> Vice President | <input type="checkbox"/> Other:    |
| <input type="checkbox"/> Secretary      | <input type="checkbox"/> Other:    |
| <input type="checkbox"/> Treasurer      |                                    |

**Advisor signature:**

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*Activities Office Use:*

Student Council approval on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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*Activities Director (signature)*

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*Deputy Principal (signature)*

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*Principal (signature)*

## NEW CLUB PETITION

CLUB NAME: \_\_\_\_\_

*“As a student at Buchanan High School, I plan to participate & attend monthly meetings for the above-mentioned club.”*

STUDENT NAME

GRADE

1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____

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*Activities Office Use:*

This petition and the constitution were filed with the Activities Office on:

the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.