

2016 How to Request a New Club at Apex Friendship High School

****Applications are available on the Student Council Board in the commons and on the AFHS Website.**

-Deadline for requesting a new club for 2016-2017: 2:30 p.m. Wednesday, October 12. All **Club Applications and Constitutions** must be completed and submitted to Ms. Wooten, Room 2231, at the same time by Wednesday, October 12 at 2:30 p.m.

-Students returning applications must sign up for an interview time with the Student Council. Interviews will only be granted to those students who submit a **completed Application and Constitution**.

- Interviews will be held Thursday, October 13, Friday, October 14, and Monday, October 17 in **the Student Council Room (Room 1218)** during STAR lunch.

-The Student Council, Student Council Advisor, and the Administration will review all proposals for new groups for the 2016-2017 school year. There will be a mid-year evaluation in January to determine the relevance of your club.

In reviewing proposals for new clubs, the committee will consider the following:

1. Is there an existing group that has the same purpose?
2. How will this new group benefit the students, the school, and/or the community?
3. What commitment do the creators of the new club have to make the group viable and long-lasting?

Before a new club may be formed, a school staff member must be willing to accept the following responsibilities as an advisor:

- 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 Apex Friendship's campus to Student Council for initial approval. If Student Council supports the activity, the proposal will be submitted to the appropriate administrator for final approval. Student Council will notify the club advisor concerning approval status.
- Encourage member involvement.
- 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 during STAR Lunch, but they may also meet after school between the hours of 2:30 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 artifacts.