

HOW TO START YOUR CLUB

ICC Meeting #1

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WHAT IS ICC?

○ WHAT IS ICC?

- A place for club leaders to collaborate with each other and forge a more efficient, inclusive, and interactive extracurricular experience for PC Students
 - Quarterly Meetings serve this purpose
 - Started and led by Student Council Executive Board

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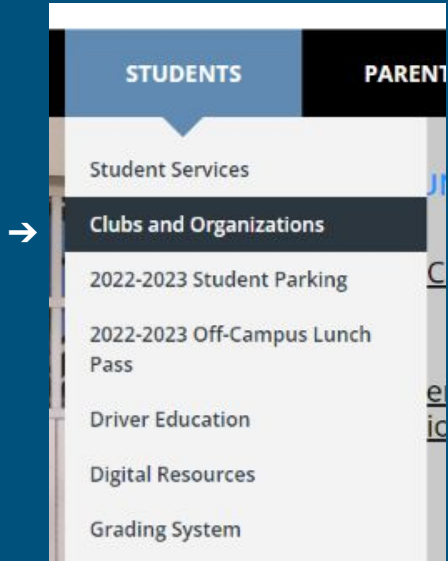
CLUB APPLICATIONS

○ WHY?

- To explore new interests and hobbies
- To grow as a leader
- To expand PC's after-school activities
- To meet new people
- To develop new skills

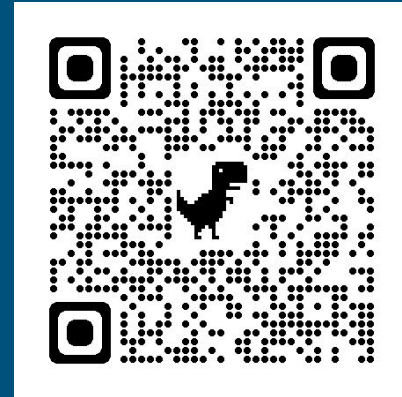
HOW?

How to Find the Application?



Walkthrough

<https://tinyurl.com/PCClubApplicationInformation>



Important Information

- It is the expectation that if a club is approved that they follow WCPSS, PC, and ICC Guidelines. It is also expected that they intend **all** ICC meetings. Any violation of these and other guidelines could put the club at risk for suspension of its activities or for not being approved for renewal the following school year.
- It is also the expectation that clubs **DO NOT** start holding meetings until **AFTER** they are approved. Any violation of this policy may result in disciplinary action against the organizer and a rejection of the club's application.
- It is also the expectation that the application process will be **smooth** and **efficient** and that all applicants will do their part in making sure it stays that way. Any violation of this policy may result in disciplinary action against the instigator and a rejection of the club's application.
- Please make sure to submit all parts of the application **ON TIME**. Late submissions will not be accepted
- Please make sure to attend your interview in your designated slot. Makeup interviews will **NOT** be granted.

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TIPS AND TRICKS

○ Tips and Tricks

- Is there an existing group that shares the same purpose?
 - Your club stands a better chance of being approved if it's a new idea. If it is similar to another club we may recommend you merge/collaborate with that particular club.
 - You are also recommended to join that club if this is the case.
- How will this new group benefit the students, the school, and/or the community?
 - It can not be a “joke” club or a club that violates ICC/PC/WCPSS Guidelines.
 - No fundraising clubs or clubs that would primarily meet off campus.
 - **REMEMBER**, your club will have to be sponsored by a advisor.

Tips and Tricks

- What commitment do the creators of the new club have to make the group viable and long-lasting?
 - Your club has to have regular meetings after school
 - Your club has to have a tangible, beneficial purpose
 - If your club has previously existed but did not renew you still have to go through the application process (make note of it)
 - Your club has to have activities that engage members throughout the year
 - Your club has to be designed to continue in the future
 - Including through officer/board elections

Specific Interview Tips

- **Just be yourself!** Preparation is encouraged, but this is a casual interview.
 - It's a way to get to know your club better and your passion for the club, so that we can make a more informed recommendation about your club to the administration.
- Topic List: Information about your club, its purpose, its plan, its place in the PC Community, and your passion for it.

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EXPECTATIONS

○ Expectations

- Follow all WCPSS/PC Policies during club engagements
- Club meetings can ONLY happen during:
 - After-School (for in-person meetings)
 - Virtual (After School Hours)
 - During Lunch for special circumstances
- Any communication sent to teachers/morning announcements (incl. Scrolling Slideshow) must come from advisors.
- Students are not allowed to directly collect any money. Money Collection must happen through the advisor.

○ Expectations

- Instagram and Twitter are approved social media platforms for clubs. They must be monitored by advisors.
- You must have a willing, dedicated advisor who is present at all meetings and associated activities.
- Parent Permission must be granted, in writing, for students' photos and names to be used by the club for marketing/scrapbooking purposes (ex. For social media).

○ Expectations

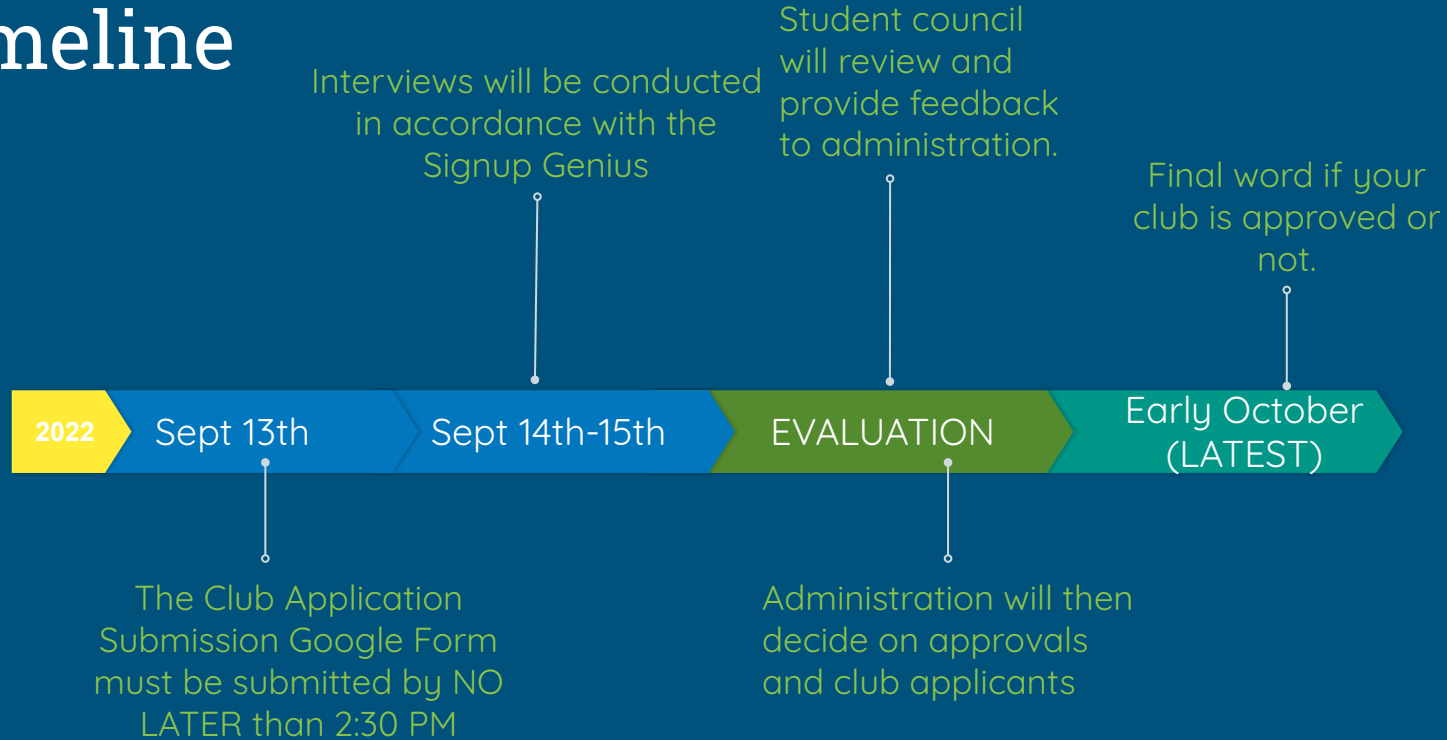
● Required Engagements

- Presidents of clubs are expected to attend Inter-Club Council meetings, when scheduled.
- Approval Duration: 1 yr; renewals must be submitted at the end of the yr
- Club leaders must meet with STUCO, through the ICC, in January for a mid-year review
- Club leaders are expected to fill out any forms/check-ups that the ICC distributes via email.
 - NOTE: There will be monthly check-ups via email.

Virtual Meetings

- Google Meet must be used for all meetings; Zoom is not approved.
- Meets must be scheduled through a meet code, not through a scheduled link.
- Advisors must start and remain in the meeting at all times.

Timeline



Thank you for coming!
ANY QUESTIONS?

- Emails of contact
- rashah@students.wcpss.net
- agottimukkala@students.wcpss.net
- amarkham@wcpss.net

NEXT MEETING (For Approved Clubs): October 25th, 2022