

# **Twin Peaks Middle School CLUB CONSTITUTION**

## **Preamble**

WE, THE MEMBERS OF THE \_\_\_\_\_ (club name),  
hereby establish this constitution as the chief governing instrument of our club.

## **ARTICLE I**

### **Section 1. NAME**

This organization shall be known as the \_\_\_\_\_

### **Section 2. PURPOSE**

The purpose of this organization shall be to initiate a group of students to join together to:

\_\_\_\_\_

## **ARTICLE II**

### **Section 1. MEMBERSHIP**

All duly enrolled students of Twin Peaks Middle School shall be considered for membership. Other membership requirements:

\_\_\_\_\_  
\_\_\_\_\_

### **Section 2. STAFF MEMBER**

A member of the certificated staff shall be an advisor with all faculty and staff welcome to assist.

## **ARTICLE III**

### **Section 1. EXECUTIVE POWER**

The executive power of the \_\_\_\_\_ Club shall be vested in its officers. The officers shall be:

President

Treasurer

\_\_\_\_\_ (other officers)

### **Section 2. DUTIES OF THE OFFICERS**

As members of the \_\_\_\_\_ Club, each of the elected officers shall have the following duties and responsibilities:

- a. The **President** shall preside over meetings of the club, supervise the work of the other officers and assume any additional responsibilities specified in this Constitution or its By-Laws. The President shall attend TPMS ASB Club Council meetings

and

bring information back to the club.

b. The **Treasurer** shall help supervise the collection and disbursement of all funds of the Club, shall be responsible for the administration of the financial by-laws, rules and regulations with the help of the club advisor. The treasurer will devise a yearly budget plan and submit all requests for fundraisers to the ASB Council, subject to ASB rules, district and state regulations.

(Attach additional club officer descriptions here)

**Section 3. QUORUM**

The Club shall consider 51% of members in attendance a quorum.

**Section 4. REGULAR MEETINGS**

The Club shall have meetings (specify how often)\_\_\_\_\_

**ARTICLE IV.**

**Section 1. ELECTION OF OFFICERS**

All members of the Club shall be elected by its membership to be held at the commencement of club activities, at a time determined by a quorum of its current members.

**Section 2. ELIGIBILITY OF OFFICERS**

The requirements for eligibility for officers of the \_\_\_\_\_ Club are as follows: *(indicate membership, any gpa requirements, etc.)*

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**Section 3. RECALL OF OFFICERS**

Any officer of the Club may be recalled and discharged by a proposal of the club officers and with a vote of two-thirds of its membership. If the officer is recalled, his office is to be declared vacant and elections will be held at that time. A president shall be replaced by a vice president without an election, if there is a person in that position.

**Section 4. VACANCIES AND APPOINTMENT OF OFFICERS**

An office which has been declared vacant may be filled by election decided by the majority of its membership, or a quorum of the members may allow the officers to appoint new positions.

**ARTICLE V**

**Section 1. AMENDMENTS**

The Poway Unified School District (PUSD) is an equal opportunity employer/program and is committed to an active Nondiscrimination Program. PUSD does not discriminate on the basis of race, color, national origin, sex, sexual orientation, ethnic group identification, ancestry, religion, gender, gender identification, mental or physical disability. For more information, please contact the Associate Superintendent, Personnel Support Services, Poway Unified School District, 15250 Avenue of Science, San Diego, CA 92128-3406.

This constitution can be amended, or have part replaced by a two-thirds vote of its membership.

## **ARTICLE VI**

### **Section 1. STAFF ADVISOR**

One or more certificated staff members shall act as advisor to the club.  
Other staff or community members may act as assistant advisors.

### **Section 2. DUTIES OF THE ADVISOR**

The duties of the advisor are:

- a. Be present at each club meeting
- b. Assist the president in keeping order
- c. Keep the Club informed on what they are permitted to do
- d. Act as a mediator between the Club and the Associated Student Body
- e. Approve all publicity and communications prior to submission to the Principal  
for processing
- f. Approve all Club activities
- g. Approve all Club fundraisers
- h. Approve all Club expenditures

### **Section 3. PRINCIPAL**

The principal of his/her designated representative shall be an ex officio member of the Club, acting in an advisory capacity to the club. All new projects or policies affecting general school administration shall be submitted to the Principal for his/her approval before final action by the Club.

## **ARTICLE VII**

**Section 1. Relation** of the Club to school district regulations and rules passed by the Poway Unified School District Board of Education, and to laws passed by the State of California shall take precedence over any rule or regulation which might be passed by the Club.

This Constitution was passed by the \_\_\_\_\_ Club

on \_\_\_\_\_ (date).

Signatures and titles of current Advisor and Officers:

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