

School: _____ School Year: _____

Saddleback Valley Unified School District
SERVICE CLUB CONSTITUTION

ARTICLE I: Name

The official name of this club/organization shall be _____

ARTICLE II: Purpose of the Service Club

ARTICLE III: Membership

Section 1: All members are required to be students of _____
(name of school)

Section 2: Additional requirements for membership: _____

***Student donations may not be a condition of accepting club members. Student donations may be recommended, but not required.*

ARTICLE IV: Officers

Section 1: The elected officers shall be (check applicable positions)
___President ___Vice President ___Secretary ___Treasurer ___Commissioner ___Other (list)_____

Section 2: The officers shall be selected by one of the following options:
A. Elected by nomination and a plurality of members voting
B. Appointed by an interview panel representative of club members

Section 3: The term of office for all officers shall be _____

Section 4: The names of any new officers selected during the year will be immediately forwarded to the commissioner of clubs

ARTICLE V: Meetings

Section 1: This club shall meet _____ on _____ at _____
(weekly, bi-weekly, monthly, etc) (day and time) (room or place)

Section 2: Special meetings may be called by the president with approval from the staff monitor

Section 3: Minutes will be taken at each meeting and all expenditures must be approved by a majority of members in attendance. Additionally, a copy of minutes authorizing disbursement of funds must be attached to each request upon submission.