

Central Kitsap High School Club

Constitution Template

Clubs function better when they have a written constitution. Constitutions provide structure, legitimacy, and accountability.

An advisor starting the new club should look at other constitutions of established on-campus clubs. The person in charge of the student activities should have on file all club constitutions readily available for inspection.

The constitution pitfall is making this official document too cumbersome, unintelligible, and restrictive. Beware using jargon and complex sentences. Also do not include those aspects of the club likely to change frequently or which are subject to variable conditions, (student enrollment, building accessibility, and so on).

Good constitutions contain the same basic information that outline the club's purpose, structure, election procedures, and organization.

OUTLINE FOR CLUB CONSTITUTION

Constitution of the _____ Club at
Central Kitsap High School.

ARTICLE I: Name

Section 1: The name of this organization shall be _____

ARTICLE II: Objectives and Activities

Section 1: The objectives of this organization shall be

- A. _____
- B. _____
- C. _____

Section 2: The activities of this organization shall be in accordance with its objectives.

ARTICLE III: Membership

Section 1: Members shall include only those students who hold a GPA of _____ for the entire semester immediately before enrollment in the club.

Section 2: Members shall follow the rules and guidelines stated in the Central Kitsap High School Activity Code.

ARTICLE IV: Officers

Section 1: Officers positions for this organization shall include

- a. _____
- b. _____
- c. _____
- d. _____

*They shall serve for one year or until their successors are elected and qualify.

Section 2: Each officer shall be a member in good standing.

ARTICLE V: Election of Officers

Section 1: Election of new officers shall be conducted at a meeting during the month of _____.

Section 2: All elections shall be held by secret ballot.

Section 3: A simple majority vote will constitute an election to office.

ARTICLE VI: Meetings

Section 1: The club shall hold regular _____ [weekly, monthly, or bimonthly] meetings at such time and place as shall be determined by the club with the approval of the school administration.