

Lake Buena Vista High School Club Application Clubs, Service Organizations, and Honor Societies

Service and Interest Clubs will be an integral part of Lake Buena High School. Being a member of a club requires interest, time, and dedication by all parties. In order to ensure that all students receive a first-class club experience, the following application must be completed in its entirety to be reviewed for approval.

Name of the Proposed Club: _____ Date: _____

Purpose of the Club: (this statement will be used on the school website once approved)

Lake Buena Vista High School approved clubs shall have one or more of the following purposes:

1. Provide students an opportunity to a special interest.
2. Provide service to the school or community.
3. Provide students an opportunity to develop leadership.

Teacher Sponsor Name: _____ Signature: _____

Student Leader Name: _____ Signature: _____

Student Email: _____ Cell #: _____

Proposed meeting opportunities: Check all that apply.

Frequency

- ☐ Weekly
☐ Bi-Weekly
☐ Monthly

When

- ☐ Before school
☐ After school

Meeting Dates: _____

Meeting Times: _____

Meeting Location: _____

What type of activities do you plan to hold in direct relation to the purpose of your club? (please provide examples).

*Please complete this form and return to Athletic Director Lauren Bradley at lauren.bradley@ocps.net.



The following expectations must be adhered to in order for a club or service organization to remain in good standing once approved:

1. Clubs must have a faculty sponsor. **The sponsor must be present at all club meetings and supervise students at all times.**
2. Club membership shall be available to all students who qualify.
3. In order for clubs to remain in good standing, they must re-submit their application on a yearly basis to be approved by the principal.
4. Bylaws and club information sheets will be turned in to the principal or designee on a yearly basis.
5. Each club will have a minimum of 10 members.
6. An active account must be on file with the internal bookkeeper.
7. Dues are to be collected from each club member and turned in to the internal bookkeeper.
8. Club sponsor and treasurer will follow all bookkeeping rules as set forth by the internal bookkeeper.
9. Clubs will have at least one monthly meeting with dates and times listed ahead of time and published on the master calendar.
10. A student cannot be the President or Vice President of more than one club.
11. Minutes should be maintained through a shared google drive.
12. A representative from each club will attend the scheduled ICC meetings. Failure to send a representative will result in the club being placed on suspension until the next ICC meeting.
13. A club on suspension cannot meet, raise money, or participate in any school activity.
14. Clubs are required to participate in club rush every school year.
15. Clubs must contribute to school spirit by participating in established homecoming activities.
16. Club yearbook photos will only be published in the yearbook at the end of the year if the club has remained in good standing.