

MUNDELEIN HIGH SCHOOL

A-TEAM CLUB BYLAWS

Article I. Club Name

The name of the club is **Academic Club**, hereafter referred to as the club.

Article II. Purpose of the Club

- I. Provide a positive forum in which students can be creative, innovative, and marketable in their prospective area of interests.
- II. Promote Mundelein School District through the effective use of our grey matter and thumbs.
- III. Enhance student knowledge by providing a forum of questions and answers.

Article III. Membership

- I. Membership is open to any currently enrolled Mundelein High School student.
- II. Membership is open to any current faculty and staff at Mundelein High School.
- III. Only currently enrolled students are allowed to run for club offices.
- IV. Current members may bring up new business during the open floor session of regularly scheduled meetings.

Article IV. Officer Positions

- I. The officers of this club shall be established by a majority vote of the club and approved by the sponsors.
- II. Officers will be elected for one year by a vote of the club at the beginning of each term year.
- III. Officers cannot miss more than one meeting per quarter.

Article V. Officer Duties

- I. Captain - principal officer and is responsible for leading the club in meetings and activities in accordance with guidance established by the Mundelein High School administrators and these bylaws.
- II. Co-Captain - shall assist the president in club management, shall preside over club meetings in the absence of the president, and shall perform other duties assigned by the president.
- III. Secretary - shall keep minutes of club meetings, maintain club membership records, and shall perform other duties assigned by the president. The secretary shall maintain an attendance roster for the club records.
- IV. Treasurer - shall maintain all of the financial holdings of the club including maintaining a current balance sheet. The treasurer shall make a financial report to the club on a semi-annual basis or

whenever the faculty sponsor or president deems necessary. The treasurer shall make a financial report to the club before the election of a new treasurer or in the event the treasurer leaves office before regular elections.

- V. Webmaster - shall create and maintain a dynamic website for the club.

Article VI. Faculty Sponsors

- I. There must be two faculty sponsors.
- II. Sponsors may vote in meetings and participate in all club activities.
- III. A sponsor must be present at all club meetings.
- IV. A sponsor will be responsible for supervising elections and maintaining order within the club.
- V. A sponsor will work closely with the club officers in business matters of the club, including maintenance of the club website.

Article VII. Executive Committee

- I. The executive committee will be composed of all club officers and sponsor(s).
- II. The executive committee will meet as required to make club decisions that do not need a majority vote of all club members.
- III. Meetings will be called as necessary.
- IV. This committee may recommend the creation of other committees. The additional committees will be created by vote of the club.

Article VIII. Voting

- I. Each member may vote.
- II. All proposed changes (amendments) to these bylaws must be approved by a majority of the club and club sponsors.

Article XI. Meetings

- I. General meetings will be held fortnightly. Meeting locations and times are subject to change by a consensus of the club's officers and club sponsors.
- II. At least one sponsor is required to attend each meeting.
- III. Minutes and attendance will be taken during all meetings.**
- IV. Minutes will be submitted to the assistant principal at the end of the school year.**

Article XII. Activities

- I. Fundraisers - proceeds from fundraisers will be deposited into the club's school account via school's business office.
- II. Competitions
- III. Site Visits
- IV. Certifications

V. Equipment

VI. Software

Article IX. Website

I. The content of the website may include, but is not limited to:

- Discussion
- Q&A
- Links
- Tutorials
- Articles
- Schedule
- Fundraising
- MHS program information
- Newsletter

II. Items and links on the website will adhere to all Mundelein School District policies.

Article XV. Code of Ethics

- I. All members will be responsible for their actions and respect the genius of others' work and property.
- II. Software piracy is not allowed.
- III. Members shall abide by the student code of conduct published by Mundelein High School.
- IV. The club shall operate under current school policy.

Article XVI. Changes to Bylaws

- I. Articles in this set of bylaws may be deleted or modified as deemed necessary by a majority of the club.
- II. Changes to the bylaws will be done as amendments.
- III. A majority vote and sponsor approval is required to make any changes to the club's bylaws.