

# Annual Elections and Meeting Form

## Ironwood Ridge High School Clubs and Activities

Ironwood Ridge High School

School Year – \_\_\_\_\_

Club Name: \_\_\_\_\_

Sponsor: \_\_\_\_\_

Account #: \_\_\_\_\_

A duly convened meeting of the \_\_\_\_\_  
(name of organization)

was held on \_\_\_\_\_ at \_\_\_\_\_ o'clock am pm.  
(date) (circle one)

Number of members present: \_\_\_\_\_ The ROSTER is ATTACHED.  
(number)

For the school year noted above, the following officers were (circle one):

- 1) Elected
- 2) Temporarily appointed (signature acceptable for only one month)
- 3) Introduced as elected by popular vote of student body

\*Justification for appointment: \_\_\_\_\_

Approved by Principal: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature)

Approved by Student Government: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature)

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### **Officers:**

President: \_\_\_\_\_  
(Print Name) (Signature) (ID#)

Vice-President: \_\_\_\_\_  
(Print Name) (Signature) (ID#)

Secretary: \_\_\_\_\_  
(Print Name) (Signature) (ID#)

Treasurer: \_\_\_\_\_  
(Print Name) (Signature) (ID#)

## **POLICIES AND PROCEDURE ACKNOWLEDGMENT**

As Club Sponsor of named Student Club, I have read the information enclosed and agree to comply with the Policies and Procedures outlined in this Amphitheater Public Schools Student Activities manual.

**School: Ironwood Ridge High School**

**School Year:** \_\_\_\_\_

Club Name: \_\_\_\_\_

Sponsor Name (Please Print): \_\_\_\_\_

Sponsor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Principal Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Original to be received in Employee Records by September of the new school year.**

# IRONWOOD RIDGE CLUB MEETING MINUTES

THE STUDENT ACTIVITY MEMBERS OF \_\_\_\_\_ CLUB

HELD A MEETING ON \_\_\_\_\_ (DATE)

**1. THE MEETING WAS CALLED TO ORDER AT \_\_\_\_\_ (TIME) ROLL CALL \_\_\_\_\_ (YES OR NO)**

**2. MEMBERS PRESENT** (ATTACH ROSTER WITH DATE and CLUB MEMBERS SIGNATURES)

OTHERS PRESENT (IF APPLICABLE) \_\_\_\_\_

**3. Member to Make the MOTION TO APPROVE MINUTES FROM LAST MEETING**

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

**4. Member to make the MOTION TO APPROVE AGENGA**

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

**ORDER OF BUSINESS (Motions, Committee Reports, Old Business, New Business)**

**1<sup>st</sup> MOTION to be MADE:** \_\_\_\_\_

1<sup>ST</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

YAYS \_\_\_\_\_ NAYS \_\_\_\_\_ (give reason for nays) \_\_\_\_\_

OUTCOME OF MOTION: \_\_\_\_\_

***ONE ACTION/EXPENDITURE PER MOTION. For more than one motion, see additional page for motions.***

**COMMITTEE REPORTS:** \_\_\_\_\_

**OLD BUSINESS:** \_\_\_\_\_

**NEW BUSINESS:** \_\_\_\_\_

**MEETING ADJOURNED AT \_\_\_\_\_ (TIME)**

CLUB OFFICER SIGNATURE: \_\_\_\_\_ SPONSOR SIGNATURE: \_\_\_\_\_

# IRONWOOD RIDGE CLUB MEETING MINUTES

THE STUDENT ACTIVITY MEMBERS OF \_\_\_\_\_ CLUB

HELD A MEETING ON \_\_\_\_\_ (DATE)

**Page 2 – additional motions:**

**2<sup>nd</sup> MOTION to be MADE:** \_\_\_\_\_

1<sup>ST</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

YAYS \_\_\_\_\_ NAYS \_\_\_\_\_ (give reason for nays) \_\_\_\_\_

OUTCOME OF MOTION: \_\_\_\_\_

**3<sup>rd</sup> MOTION to be MADE:** \_\_\_\_\_

1<sup>ST</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

YAYS \_\_\_\_\_ NAYS \_\_\_\_\_ (give reason for nays) \_\_\_\_\_

OUTCOME OF MOTION: \_\_\_\_\_

**4<sup>th</sup> MOTION to be MADE:** \_\_\_\_\_

1<sup>ST</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

YAYS \_\_\_\_\_ NAYS \_\_\_\_\_ (give reason for nays) \_\_\_\_\_

OUTCOME OF MOTION: \_\_\_\_\_

**5<sup>th</sup> MOTION to be MADE:** \_\_\_\_\_

1<sup>ST</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

YAYS \_\_\_\_\_ NAYS \_\_\_\_\_ (give reason for nays) \_\_\_\_\_

OUTCOME OF MOTION: \_\_\_\_\_

# IRONWOOD RIDGE CLUB MEETING MINUTES

THE STUDENT ACTIVITY MEMBERS OF \_\_\_\_\_ CLUB

HELD A MEETING ON \_\_\_\_\_ (DATE)

1.	26.
2.	27.
3.	28.
4.	29.
5.	30.
6.	31.
7.	32.
8.	33.
9.	34.
10.	35.
11.	36.
12.	37.
13.	38.
14.	39.
15.	40.
16.	41.
17.	42.
18.	43.
19.	44.
20.	45.
21.	46.
22.	47.
23.	48.
24.	49.
25.	50.