



Club Semester Report Form

To maintain being a club at Newbury Park High School, it is mandatory that at the end of each semester the club turns in a semester report that includes meeting days, attendance, activities/fundraising, and a copy of the current budget. This is to ensure that clubs are actually doing what was proposed in their constitutions. Fill out the following and include the necessary attached items and turn in on the **first on February 1st, 2019 & the second on May 24th, 2019.**

Name of Club: _____
Please Print

President of Club: _____ President's Email: _____
Please Print

Advisor of Club: _____
Please Print

Meetings: *Attach sign in sheets from meetings with Advisor's signature on each verifying attendance. Advisor's please provide a club roster of those students who have met the 75% attendance requirement and who will be in the Yearbook Club Photo.*

<u>Dates of Club Meetings</u>	<u>Number of Students in Attendance</u>

Activities/Events: Include anything that the club has done this semester like volunteering, community service, fundraising, club promotion, etc.

<u>Activity</u>	<u>Date</u>	<u>Number of Club Members in Attendance</u>

Financials: *Attach a financial statement from the Student Store.**
Current Total Club Balance: \$ _____
Anticipated Expenses for Next Semester: \$ _____
Anticipated Funds Raised for Next Semester: \$ _____

Additional Information: *Attach or include any additional information that will show how your club is progressing.**

I verify that all the above and attached information is valid and that the NPHS _____ Club is having regular meetings and is fulfilling the expectations of the club based on its constitution, as well as following the NPHS Club Guidelines and Regulations.

Club President's Signature Date Club Advisor's Signature Date