

2024-54 WCHS New Association Application

Process: Please -

- **Step one:** Review the list of Clubs and Associations to make sure your group idea does not already exist. Set up a meeting with Administration in the Main Office. Ms. Luft can offer you support. We can discuss possibilities!
- **Step two:** After receiving initial approval, begin to develop the application elements listed below.
- **Step three:** E-mail your completed application (ddwhitbread@cbe.ab.ca; mrscharf@cbe.ab.ca)
- **Step four:** Club Executive members will present the concept to Administration in a three-minute presentation. Ms. Hanley, in the main office, can help you set up a time to present your idea.

In 2024-25, all new student groups will become an Association.

If your Association **NEEDS** to transition into a Club, you need to apply by March 31st, 2024, to Administration. Key parameters needed to ask for this transition:

- Our Association needs a budget.
- Our Association needs a teacher sponsor, and we have found one.
- Our Association needs to go travel to different sites requiring a teacher supervisor.

At WCHS, we are supporting the concept of an Association: *Students work independently in groups without the dedicated support of a teacher sponsor. There is limited teacher involvement with students typically meeting on Tuesday and/or Wednesday after school. Lunch-time associations are also allowed if a staff member will provide you with access to a room.*

- *Students will meet with like-minded peers and self-organize.*
- *Because the management of the association is intended to be a student learning experience; the day-to-day functions of the Association are carried out by student members.*
- *Ms. Wesolowsky will be on site to offer immediate support on Tuesday and Wednesday after school in her classroom.*
- *Associations do not fundraise, receive a yearly budget, or participate in off-site activities.*
- *Should significant issues or questions arise, please immediately reach out to mrscharf@cbe.ab.ca; ddwhitbread@cbe.ab.ca*
- **Starting date: Tuesday September 17, 2024**

Please include the following elements in your completed official Association application.

1. **Name of original Association**
2. **Name(s) of Executive(s) plus email contact information.**
 - What other Associations and Clubs do your Executive members belong to?
 - For every Executive Member: How many hours a week do you anticipate this new Association requiring as you may also be supporting current Clubs and Associations.

(Hint: To what extent are Executive Members potentially overextending themselves?)

3. **Meeting** time(s) and location
4. **Purpose** of Association
5. **What Associations and Clubs at WCHS currently offer a similar focus or objective?**
 - Please see current listing on the WCHS website or the student D2L shell.
 - Summarize how/why your Association is distinctly different from an existing group. (To what extent could a current group support your objectives?)
6. **How does your proposed Association support core beliefs at WCHS?**
 - Build our current culture and become a long-lasting part of our school culture
 - Be action-based
 - Connect with the Western and/or larger community
 - Promote our school
 - Benefit the school as a whole
 - Offer enrichment/educational/service/leadership opportunities
 - Provide an outlet to follow an area of need that does not currently exist at WCHS
7. Proposed Association **activities** and how they include or affect the whole school population
 - *Please be advised bookings of the front foyer/cafeteria for bake sales/fundraising efforts are completed in May for the following school year.*
 - *Weekend bookings (Friday night, Saturday, Sunday) are completed in April for the following school year. Therefore, a weekend booking using the school is contingent on existing bookings and available space in the school.*

March 31, 2025: Deadline to submit Association to Club Applications

Please include:

1. The above elements (1 – 7).
 2. A summary of how many students are involved in your Association: contact list – names + emails.
 3. A summary of the key events your Association led in 2023-24.
 4. **Teacher sponsor(s):**
 - What extra-curricular activities are your teacher sponsor(s) currently involved in?
 - What time requirements/expectations do you have of your teacher sponsor(s)?
 - To what extent does your Club/Activity require travel outside of Calgary?
 - Is travel something your teacher sponsor(s) is able to support?
 - How will travel be funded for the teacher sponsor and participants?
 5. **Estimate of budget** required – Possible source of funds – how are the funds to be used?
- E-mail your completed application to move from an Association to a Club by March 31:
 (ddwhitbread@cbe.ab.ca; mrscharf@cbe.ab.ca)