

## Creative Factors SY 2010-2011 Game Plan

The Creative Factors Club specializes in digital media such as video, music and photography.

### Potential Digital Video Projects

- Documentaries
  - School Subjects / Courses
- Broadcasting
  - KVIKS
  - KVIK Technician
- Video Recording Special Events
  - Band
- Teach Video Editing
  - Windows Movie Maker
  - iMovie
  - Adobe Premiere Elements

### Potential Digital Audio Projects

- Recording
  - Band
- Audio/Visual Committee
- Teach Music Editing

### Potential Digital Photography Projects

- Photograph School Events
- Slideshows
- Graphics

### Potential Projects

- Public Relations
- End of Year Get Together

Club Name: Creative Factors

Head Faculty Advisor: To Be Announced

Day of the week club meets: Tuesday

No. Club Members: N/A

Dues: To be decided

Officers:

President: Reuben Tate

Vice-President: Luke Eclipse-Ujano

Secretary:

Treasurer:

## **Creative Factors Constitution**

**Article I:** The name of this organization is Creative Factors.

**Article II:** The objective and purpose of Creative Factors is to create of community at Hilo High School where students can learn and apply skills found in the field of digital media such as video production, video acting, broadcasting, audio recording, audio producing, digital photography, photo editing, audio/visual technician and public relations via internet.

**Article III:** To become a member of Creative Factors, a person must visit the President, Vice-President, or Advisor, for an application form. After completing the application form, that person is officially a member of Creative Factors. In order for a member to be expelled from the club, a member must request for another member to be expelled during a meeting. If this occurs, one half of all the members of Creative Factors must vote in agreement to expel that member. If a member request for an officer to be expelled, then 3/4ths of all the members of Creative Factors must vote in agreement to expel that officer. The expelled member will still be responsible for paying for the club dues in full and may not return to the club until the next school year. Creative Factors will not base membership qualifications on the basis of sex, race, color, national origin, religion, or handicap.

**Article IV:** Creative Factors is governed by four executive officers: President, Vice-President, Secretary, and Treasurer. Nominations and elections will be held during the last month of school. For nominations, a member must nominate a member to be an officer. A member cannot nominate themselves. If there are no nominations for a certain officer position, the current officer will retain their officer position. Elections will be done on paper ballots. The member with the most votes for a certain officer position will have that officer position next school year.

**President:** Conduct meetings, prepare events, and complete critical paperwork.

**Vice-President:** Assist the President with their duties, and temporarily take place of the President's responsibilities if need be. The Vice-President reminds members of meetings, special meetings, and events through phone, email, or in person.

**Secretary:** Take minutes, assist with paperwork. After each meeting, the Secretary will type and print the minutes to distribute during the next meeting. Holds all important documents such as application forms, contact information, etc...

**Treasurer:** Collect dues, track income and expenses, track fundraisers, do financial paperwork, and hold monies.

**Committees:**

- Executive Committee
- Video Committee
- Audio Committee
- Photography Committee
- Public Relations

An overseer will be assigned to each committee. The nomination and election process for committee overseers will be the same as above except only members can only vote for committee heads if they are in that committee with the exception of the executive committee. A member may be in multiple committees' if he/she wishes. If needed, the Executive Committee can establish a new committee.

**Article V:** All main meetings will be held on every Tuesday if it is a school day. The President will make a calendar every month showing all meetings, including special meetings, and events. The president will call special meetings if needed. If it is short notice, the Vice-President will advise members of the meeting as soon as possible. During meetings, the President will announce any news and important

information. After that the other officers may share their news if they have any. The Secretary will take minutes during all meetings.

**Article VI:** Nominations and elections will be held during the last month of school. For nominations, a member must nominate a member to be an officer. A member cannot nominate themselves. If there are no nominations for a certain officer position, the current officer will retain their officer position.

Elections will be done on paper ballots. The member with the most votes for a certain officer position will have that officer position next school year. The only voting eligibility is that the person is a member of Creative Factors.

**Article VII:** Committees

**Executive Committee:** Includes the four Executive Officers.

**Video Committee:** Members interested in video production, acting and broadcasting.

**Audio Committee:** Members interested in audio production and recording.

**Photography Committee:** Members interested in digital photography, and digital editing

**Public Relations:** Members interested in promoting through digital media.

An overseer will be assigned to each committee. The nomination and election process for committee overseers will be the same as above except only members can only vote for committee heads if they are in that committee with the exception of the executive committee.

A member may be in multiple committees' if he/she wishes. If needed, the Executive Committee can establish a new committee.

**Article VIII:** Omitted.

**Article IX:** In order for laws or the constitution of Creative Factors to be revised, the President must request changes he wants to make, and 3/4ths of all members of Creative Factors must vote in agreement. Only then, the constitution and be changed as well as other rules and laws.

# CREATIVE FACTORS APPLICATION

“Thank You for being interested in Creative Factors, Please complete all required fields to the best of your ability. Incomplete applications cannot be processed and will be returned. Together, we will build up one another’s imagination and creativity as we explore each factor of digital media.” – Executive Committee

Name:

Grade:

Date of Birth:

Email:

Cell Phone:

Home Phone:

SY 10-11 Schedule	Teacher	Subject	Room
Period 1			
Period 2			
Period 3			
Period 4			
Period 5			
Period 6			
Period 7			
STARS		STARS	
After School			

Student Signature

Parent Signature

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Please return to the Executive Committee once completed.