

CHAPTER GUIDE

**HIGH SCHOOL REPUBLICAN
FEDERATION OF VIRGINIA**



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MISSION

HSRFV community and campus chapters serve as a valuable outlet for youth engagement with Republican politics, collaborating with district and state leadership to connect with local campaigns and party infrastructure and assist the growing conservative movement in the Commonwealth of Virginia.



First, prospective chapters need to decide if your community would better benefit from a campus-run or community-run chapter. Campus-run chapters offer unique opportunities to engage with high schoolers in a school setting, while requiring a faculty advisor and administrative approval. For chapters unable to receive administrative clearance or struggling to engage students at their local high school, community-run chapters can include students at a larger local or municipal level while having greater accessibility to individuals who could advise the organization. Private school & homeschool students will often find a community ran chapter easier.

I. **School Chapters:** To organize a school club, aim to find like-minded students interested in chartering a chapter on your campus. Identify a teacher or faculty member on your campus who is interested in advising your organization. Generally, teachers interested can be found in the history/social studies department, but don't hesitate to reach out to faculty across your campus. To start your organization, aim to find a minimum of 5 members, including 3 board members who will play a critical role in organizing and administrating the chapter.

II. **Community Chapters:** To organize a regional chapter, reach out to students and high-school aged youth in your area interested in conservative politics and Republican political efforts. Similar to the school chapter, we suggest a minimum of 5 members throughout your community or municipality, including 3 board members. Identify a parent, local adult, or political activist who could operate as an advisor for the organization. Alongside your advisor, create a plan for meeting whether online or in-person and communicate these plans with your chapter membership. If you are unable to have luck developing a chapter in your area, reach out to your local republican unit, ex: Loudoun County Republican Party, and ask them if they are able to help support you grow your chapter.

MEETINGS

Logistics: Meeting logistics refer to the date, time, and location of meetings. For school chapters, members can meet before or after school or during a lunch period if possible. Potential locations for meetings include the school library, cafeteria, or your faculty advisor's classroom. Community chapters should aim to meet later in the evening, accounting for potential school events and work schedules; community spaces such as public libraries can offer a location for meetings. Meetings should be scheduled in advance and chapters should aim to meet monthly to keep members engaged and informed.

Agenda: Meetings should discuss agenda items including but not limited to fundraising efforts and chapter budget policy, monthly reports per chapter leadership, the appointment and election of chapter officers, collaboration with local campaigns and GOP Units, partnership with like-minded student organizations, social media outreach efforts, and confirmation of meeting dates. Following the first meeting, chapter-wide elections should be held to determine chapter leadership.



ORGANIZATION

HSRFV requires 3 board members to create a chapter. However, we suggest the following leadership organization for maximum efficiency and cooperation among members.

Chairman: Leads and directs chapter. Responsible for heading chapter meetings and delivering a monthly report to chapter membership.

Vice-Chairman: Assists the chairman in carrying out the functions of the chapter. Can operate as a secondary public figure to maintain an HSRFV presence in local events.

Treasurer: Oversees handling of chapter finances. Responsible for setting up a bank account and developing merchandise.

Secretary: Maintains records of chapter meetings and documenting organization activity.

Other positions such as committee chairs or various directors (communication, social media, etc.) can be appointed by the chairman and approved by membership via majority vote. Furthermore, the chairman will oversee committee composition and delineation of tasks as necessary.

ELECTIONS

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Chapters should hold yearly elections for chairman and vice chairman. To ensure accurate counts, HSRFV suggests using google forms or a comparable platform for chapter elections. All other positions should be appointed by the chairman, with treasurer and secretary positions needing $\frac{2}{3}$ majority approval from chapter membership. A minimum of one forum featuring candidates for both positions should be held by the chapter advisor. HSRFV suggests, but does not require, that prospective chairman and vice-chairman candidates serve at least one year in chapter leadership prior to their candidacy.



PARTNERSHIPS 07

Like-minded organizations can offer unique and compelling partnerships with HSRFV that can benefit both organizations and grow chapter memberships. Many schools have previously established conservative clubs and organizations such as TPUSA's Club America and Young Americans for Freedom (YAF). While these organizations operate as platforms for conservative leadership and right-wing activism, their status as tax-exempt 501(c)(3) organizations limits collaboration with candidates and party organizations.

For maximum efficiency, you can try partnering with the following organizations:

Local GOP Units: Your local GOP unit is essentially the extension of the Republican Party in your area. They will have connections to local legislators and party activists. Sometimes, units will be able to help by providing meeting spaces, advisors, or assistance with fundraising.

Local Young Republican Clubs: The Young Republicans are an official auxiliary of the Republican Party of Virginia for individuals aged 18–40. YRs understand how difficult it can be to start these kinds of clubs as a young person, as they were recently in a similar position, and should be able to offer support.

Local Republican Women's Clubs: Local Republican women's clubs can help by providing advisors, fundraising support, and assistance with events.

GOAL SETTING

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In order to ensure efficiency and improvement as a chapter, leadership should consistently set organization-wide goals to motivate membership. While many goals could prove effective, listed below are some goals that your chapter could use in its stages of growth and initial activism.

- Organize and contribute volunteers to local campaigns, such as congressional candidates and Virginia delegates
- Reach 25 total members
- Maintain a presence in local and county-wide GOP Units
- Utilize social media and communicative technology to further awareness of HSRFV and local high school chapters

