

BOOSTER/PARENT ORGANIZATIONS Policy 881.2 Rule GUIDELINES

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The following guidelines are to be shared with all Booster/Parent Organizations.

1. Booster/Parent Organizations shall be considered a separate legal entity from the school district and shall not use the district's tax exemption number and/or federal tax ID number in any financial transactions of the organization. Such organizations are encouraged to pursue organization under Sec. 501 (c) of the Internal Revenue Code or its corresponding future provisions.
2. Liability insurance is the responsibility of the booster/parent organization.
3. Booster/Parent Organizations will comply with all school rules, regulations, Board Policies, appropriate federal/state laws and WIAA rules/regulations.
4. Booster/Parent Organization activities shall not interfere with school operations and the process of education.
5. Booster/Parent Organizations shall establish and maintain bylaws, which are to be submitted to the district administrator or his/her designee. Modifications should be submitted as soon as they are adopted by the Booster/Parent Organization.
6. Booster/Parent Organizations will submit a report, for informational purposes, by July 1, to the district administrator or his/her designee, which will include a list of club officers and fundraising plans for the upcoming school year.
7. The goal of Booster/Parent Organization fundraising activities should be for school and/or educational purposes. All fund raisers require approval by the district administrator or his/her designee. Principals approve in-school fundraisers. Fundraising efforts that involve the direct solicitation of businesses, service clubs and other community organizations must be approved by the District Administrator or Board of Education in an effort to prevent inundating the community with donation requests.
8. Students may become involved in fundraising activities only in accordance with the School District of Slinger's Solicitation and Fundraising Policy (374) and Administrative Rule (374) – Fundraising Guidelines.
9. Booster/Parent Organizations shall keep accurate and complete financial records in order to maintain a historic record of the organization's finances. A financial report for the previous year shall be completed and submitted annually to the district administrator or his/her designee.
10. Staff members (coaches, advisors, directors, supervisors, teachers, etc.) may not receive compensation of any kind for their assigned activities other

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than that provided by the school district. Gifts to staff members can only be of minimal value (i.e. plaques, t-shirts, etc.).

11. Only the Board of Education or the designated administrator can add or delete coaching, teaching, or advisor positions. This includes volunteers (unpaid staff).
12. Administration supervises staff members and makes recommendations to the Board of Education as to their employment.
13. All gifts of money, materials or equipment to the District or District programs must be reviewed and approved in advance by the Board of Education or their designee and become the property of the district.
14. The School Board reserves the right to accept or reject any gift made to the District from a Booster/Parent Organization.
15. The School Board reserves the right to withdraw permission to use the district's name, logo, or mascot by a Booster/Parent Organization.

Legal References:

Cross References:

Adoption Date: 3/21/2017