

HOLLIDAYSBURG AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: BOOSTER ORGANIZATIONS

ADOPTED: October 23, 2013

REVISED:

	<p style="text-align: center;">915. BOOSTER ORGANIZATIONS</p> <p>1. Purpose The Board recognizes the existence and appreciates the efforts of the various community-based Booster/Support Clubs at work in the school community. The Board and administration are also fully cognizant that without the countless hours members of these groups give to their respective organizations, district programs, athletic and nonathletic, would suffer. Collaboratively, these activities should be consistent with the philosophy and objectives of the district and its Board policies. In this regard, equity principles and compliance benchmarks described in Title IX law must be used to guide fundraising.</p> <p>2. Definition A Booster/Support Club is defined as any parental (i.e., P.T.A.) or community support group that provides services, awards, funds and/or equipment/supplies for school district sponsored programs. These programs shall include, but are not necessarily limited to, athletic and nonathletic as well as interscholastic and extracurricular programs.</p> <p>3. Authority Booster/Support Clubs shall annually place on record a list of officers and contacts prior to the start of the season (athletics) or school year (PTO) with the Board Secretary or designee. This list shall include all officers by name and address or names of contact persons who will represent the interests of their organization. Any change of officers or contact persons after July 1 shall immediately be reported, in writing, to the Athletic Director, who will forward the changes to the Board.</p> <p>The Board wishes to further provide Booster/Support Clubs the opportunity to support local school programs, both athletic and nonathletic, however, the Board also acknowledges that these Booster/Support organizations must adhere to all Board, district, and state-wide promulgated rules and policies. In order to maintain good standing with the Board, all Booster/Support organizations which are recognized by the Board shall adhere to the established guidelines. Failure to comply shall result in the loss of Board recognition, use of district name, and, subsequently, the right to utilize or access school facilities.</p>
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<p>Pol. 246, 707</p>	<p>Proposed improvements to the district buildings and grounds being made by the Booster/Support organization must have the approval of the Director of Physical Plant and Maintenance and the principal receiving the contribution. Consultants to the Booster/Support groups for various projects (i.e., construction) should not be engaged without School Board approval.</p> <p>Carryover funds should be encouraged for long-term success of the club.</p> <p><u>Annual Reports</u></p> <p>On an annual basis, each organization shall submit a post-season fundraising financial report to the Board and confirm that its finances are in good standing and have been reviewed and submitted by the Treasurer. The letter must be signed by both the Booster/Support group President and Treasurer. The financial report should be submitted within a month after their respective banquet or no later than the last day of school for that school year. This report must be submitted within a timeframe designated by the Board. The group or organization shall submit on an annual basis to the Board a listing of all officers by name and address or names of contact persons who will represent the interests of their organization. Any change of officers or contact persons after July 1 shall immediately be reported, in writing, to the Athletic Director, who will forward the changes to the Board. Failure to submit the report will result in the suspension of the Booster/Support Club's recognition and permission to use the school district name.</p> <p><u>Concessions</u></p> <p>Booster/Support organizations involved in concessions at school events shall follow district guidelines for use of, and payment for, facilities. The group using the concession stand is responsible for clean-up of the facility. District equipment must not be removed without permission. Booster/Support organizations involved in concessions at school events shall follow district guidelines and are encouraged to follow the district Student Wellness Policy.</p> <p><u>Involvement With District</u></p> <p>Any and all purchases of equipment, materials or instruction for a program or organization shall have the prior written approval of the district Athletic Director or Curriculum Director and the Superintendent. No direct payments, outside P.I.A.A. guidelines, shall be made to any student athlete or other participant for attendance at tournaments, camps, or the like, without the expressed written consent of the Athletic Director and Superintendent.</p>
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Pol. 707

Only those Booster/Support groups or other support organizations that have specifically and directly received recognition by the Board shall be eligible to be associated with the respective district activity which it supports. All unrecognized Booster/Support groups shall be denied the use of school facilities and equipment unless they have properly submitted a third party request for use of the rental of the facilities and equipment.

The head coach, club advisor or building principal (PTO) should have an advisory role in his/her respective Booster/Support organization. S/He should be involved in the structure of the organization's agenda for meetings and actively participate in the meeting. If the head coach/advisor/principal cannot attend, a representative from the coaching/curriculum/administrative staff should attend. At the first meeting of the athletic season or school year, the head coach, club advisor or president shall be responsible for distributing copies of this policy and the Annual Requirement list to all officers of the organization. A copy of the minutes and treasurer report from each club meeting should be submitted to the Athletic Director within a week of the meeting.

Requirements

A Booster Group or Support Organization, in order to gain the recognition of the Board, must adhere to the following guidelines.

The Booster Group or Support Organization must submit to the Board a set of bylaws or similar rules which govern the activities of the organization. The bylaws or similar rules must be consistent with the philosophy, mission and policies of the district. These bylaws must, at a minimum, contain the following elements:

1. The official name of the organization or group.
2. The group's purpose.
3. The group's membership eligibility criteria.
4. A specific statement that there shall be no discrimination.
5. Dues, if any.
6. Names and titles of all club officers.
7. The duties of the officers.

Concerns or issues of individual members of Booster Clubs, parental or other support groups regarding the team, athletic program or organization should follow the chain of command indicated below:

Step 1 – Coach/Club Advisor

Step 2 – Athletic Director (if athletic elected group)

Step 3 – Building Principal

Step 4 – Central Administration

Step 5 – Board of Directors

The group or organization must acknowledge that they shall not require mandatory participation by students in any fundraising activity as a condition of participation in the school-sponsored programs. Booster/Support Clubs are adult organizations, which sponsor fundraising activities carried out in the name of the school. Students are not to be involved in fundraising activities during school hours and are not to sell games of chance (i.e., 50-50, raffles, lotteries, etc.).

The Booster/Support organization shall acknowledge that the club or organization is in compliance with all rules and regulations promulgated by the School Board, the P.I.A.A. and the laws of the Commonwealth of Pennsylvania.

It is imperative for the Booster/Support organizations to communicate with the parents/guardians at the first possible opportunity, prior to tryouts if applicable. Letters should go home to parents/guardians explaining the fundraisers or Booster/Support organization's dues. Parents/Guardians should be informed of the meeting dates, location, and when fundraising agenda items will be discussed and/or voted on in the organization. If the majority of the membership is against a fundraiser, the organization should look at alternative ways to raise money. Booster/Support organizations may charge a fee in lieu of fundraising.

The organizations shall prohibit the sale or consumption of alcoholic beverages and are to prohibit the use of any tobacco products at any and all functions on school district property or at any club or organization-sponsored function at which students are in attendance. This may include but not be limited to banquets, picnics, and team get-togethers including those held beyond the school year.

<p>10 P.S. Sec. 162.1 et seq 10 P.S. Sec. 311 et seq</p>	<p>They shall ensure that all gifts or awards shall not be given to students, directly or indirectly, without the approval of the Superintendent and/or the Board, as may be appropriate. Any and all awards, gifts, or other items given to the participants of said programs must not violate the policies of the district, the P.I.A.A. or the N.C.A.A. This may include but not be limited to gifts of cash, gift cards, or gift certificates.</p> <p>In conducting its activities, all Booster/Support organizations shall comply with the Solicitation of Funds for Charitable Purposes Act, as amended, the Pennsylvania Small Games of Chance Act, or any other requirements established regarding fundraising. No Booster/Support Club shall engage in any activities outside the guidelines established by the P.I.A.A. or the state.</p> <p>Should the Board deem that the efforts or activities of any club are not in the best interest of the district and its students, the authorization to operate the club may be withdrawn.</p> <p>Booster/Support organizations do not have the authority to direct the duties of a school district employee and/or approved volunteers. The schedule of contests, rules for participation, methods for earning letters and all other criteria dealing with interschool programs are under the jurisdiction of the school district administration.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510</p> <p>Solicitation of Funds for Charitable Purposes Act – 10 P.S. Sec. 162.1 et seq.</p> <p>Local Option Small Games of Chance Act – 10 P.S. Sec. 311 et seq.</p> <p>Board Policy – 246, 702, 707</p>
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