

## 7.21 – BOOSTER CLUB AND PARENT ORGANIZATION GUIDELINES

The Van Buren School District encourages the participation and involvement of parents in the education of their children. One way parents can be involved in the child's education is through participation in voluntary parent organizations such as Parent Teacher Associations (PTA) and booster clubs.

Following are recommended guidelines for the operation of booster and parent organizations:

- The purpose of a parent organization is to promote the general welfare of the students in a particular school.
- A booster club is formed to enrich the school's participation in extracurricular activities and normally involves an individual student group (band, football, etc.)
- The Superintendent must approve the formation of all booster clubs or parent organizations using the district's name in their "official" name of the booster club.
- Booster clubs and parent organizations operate at the pleasure of the Board of Directors, but the clubs/organizations are separate from the school district and are not under the control or the responsibility of the school principal, superintendent, or school board.
- It is illegal for booster/parent organizations to use the district's tax identification number. These organizations are encouraged to obtain separate tax identification numbers from the IRS.
- The responsibility for accounting, safeguarding, and disbursement of funds rests with the parent organization officers. The Van Buren School District is not responsible for operation of the club/organization. School employees may act only in an advisory capacity to Booster Clubs or Parent Organizations.
- A Booster club may not represent the District nor bind the District or any of its employees to a third party with which the organization may conduct business.
- The funds raised by booster/parent organizations may not be directly deposited into school district accounts.
- No school employee is permitted to occupy any official position in the booster club/parent organization.
- No school employee is permitted to accept funds or be responsible for funds raised by booster clubs or parent organizations.
- No school employee is permitted to have his/her name on any booster club or parent organization bank accounts.

Approved by Board of Education: April 19, 2011

