

RELATIONS WITH PARENT ORGANIZATIONS

GE
(LOCAL)

**Parent / Booster
Organizations**

District-affiliated school-support organizations and booster organizations, and other parent groups, shall organize, fundraise or solicit donations, and function in a way that is consistent with the District's philosophy and objectives, Board policies, District administrative regulations, applicable UIL or other governing association guidelines, and financial and audit regulations. [See also CDC and CFC]

Specific Rules

Each District-affiliated school-support parent organization or other booster organization shall submit the following to the Superintendent or designee by October 1 each year:

1. A copy of the organization's bylaws;
2. The name, address, and telephone number of each serving officer;
3. The name, address, and telephone number of the depository for the organization's funds; and
4. A financial report, as specified in this policy and in administrative regulations.

Each District-affiliated school-support parent organization or other booster organization shall also be subject to the following rules:

1. The Superintendent or designee shall have veto power over any action of a District-affiliated school-support parent organization or other booster organization.
2. All fundraising projects shall be subject to approval from the applicable principal prior to implementation and to any applicable state and federal guidelines regarding fundraising.
3. No District-affiliated school-support parent organization or other booster organization shall have authority to direct any school employee in any of his or her duties or to guide, direct, or establish guidelines for any school-sponsored activity or student activity.
4. All meetings of District-affiliated school-support parent organizations and other booster organizations shall be open to the public.
5. No District-affiliated school-support parent organization or other booster organization shall make a final determination regarding use of donations of money or other gifts given to a school. A District-affiliated school-support parent organization or other booster organization may suggest or recommend a particular use for a gift or donation; however, the Superintendent or principal shall have sole discretion whether to use a

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gift or donation for a particular campus or program indicated by the organization. No gift shall be used in a way that violates UIL guidelines. [See CDC(LOCAL) for District acceptance of gifts and solicitations]

Financial Report Each District-affiliated school-support parent organization or other booster organization that collects dues or solicits funds, shall submit to the Superintendent annually, prior to October 1, a financial report and supporting documentation as outlined in this policy and in administrative regulations. The annual report shall include the period covering September through August and must be completed prior to acceptance of financial data by new officers.

The Board reserves the authority to order an audit of an organization's funds at any time. In the event that an organization is notified of possible financial improprieties, the organization shall promptly respond, and shall cooperate with the District's auditors if the Board orders an audit.

Nothing in this policy or in the auditor's review process shall be construed as an assumption of responsibility by the District or its auditors for the financial affairs of governance of any District-affiliated school-support parent organization or other booster organization.

Relationship with the District If any District-affiliated school-support parent organization or other booster organization fails to comply with Board policy or the District's administrative regulations or fails or refuses to remedy financial improprieties, the Board may deny that organization the right to use the name of the District or any of its schools or school-sponsored activities and may take further steps, if necessary, to sever relations with the organization and dispel any appearance of a District relationship with the organization. [See CY]

Use of District Facilities District-affiliated school-support or booster organizations may use District facilities with prior approval of the appropriate administrator. Other parent groups may use District facilities in accordance with policy GKD.