

## RELATIONS WITH PARENT AND/OR BOOSTER ORGANIZATIONS

The District recognizes and welcomes support for school operations as it comes from parents and citizens, either individually or collectively, in the form of support groups that may include special interest groups, parent groups or Booster club organizations. It is the District's desire to establish and maintain a mutual assistance relationship with interested individuals and with such organizations. However, because of this partnership, there needs to be an understanding of certain federal and state laws, WIAA rules and regulations and District policies and procedures to protect parents and community members, school staff and students and the District as a whole.

Parent and Booster organizations are encouraged to maintain a close liaison with the District through the staff and administration, while recognizing they have no administrative authority in connection with the operation of the school.

The following guidelines are to be shared with all Parent and Booster organizations:

1. The School District of Amery recognizes the *Parents as Partners (PAP)* working with the Lien Elementary School and the *Intermediate Parents' Organization (IPO)* working with the Amery Intermediate School as parent organizations that are run through the District's Fund 21 and are therefore allowed to use the District's tax exemption number and/or federal ID number in any financial transactions of the organization. Financial records for these groups will be maintained by the District's financial business office.
2. With the exception of the PAP and IPO parent groups, all other parent or booster organizations shall be considered a separate legal entity from the District and shall not use the District's tax exemption number and/or federal 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.
3. All parent and booster organizations are expected to relate to, and comply with, the District within the framework of school rules, regulations, District policy, WIAA rules and regulations and appropriate federal and state laws.
4. District employees are encouraged to participate as members and/or ex-officio officers of parent and booster organizations. As member of ex-officio officers of such organizations, they should perceive their role as ambassadors of the District and can serve the organization by articulating school rules, regulations and District policies.
5. Parent and Booster organizations shall not authorize a District staff member (coach or employee) to solely approve disbursements from the organization's funds. The District encourages such organizations to establish bank accounts requiring a minimum of two signatures for any disbursements of organization funds.
6. Parent and Booster activities that are seeking to use District facilities, staff or student assistance must receive prior approval from the building Principal or District Administrator.

7. Parent and Booster activities that are seek to host, promote or conduct events on the school campus or are designed for student participation must receive prior approval from the building Principal or District Administrator.
8. Students may be involved in fundraising activities only in accordance with the District's fundraising policy and guidelines.
9. The District reserves the right to accept or reject any and all offers from parent and booster organizations of gifts of cash, supplies and equipment or offers of free labor pertaining to their projects.

CROSS REF.:           374 - Student Fundraising Activities  
                          663 - Student Activity Funds Management  
                          830 - Public Use of School Facilities  
                          840 - Public Gifts to Schools  
                          850 - Restrictions on Sales and Promotions

APPROVED:           September 21, 2009