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DAWN F. MIRAND

Superintendent of Schools





Application Recognized Booster Club

The Kenmore-Town of Tonawanda Union Free School District (KTUFSD) recognizes the need for community support in conducting some of its programs. Individual groups are encouraged to seek financial assistance from approved Boosters. For a Booster Club to become approved, the following must be submitted prior to any fundraising activities. The KTUFSD reserves the right to deny approval to any Booster Club or specific fundraising event.

EDISON ELEMENTARY SCHOOL

FRANKLIN ELEMENTARY SCHOOL

SUBJECT: BOOSTER CLUBS

Should an interested citizens group wish to initiate a Booster Organization for the supplemental support of any extracurricular activity; the following guidelines will govern their relationship with all school-sponsored activities.

- The group will seek approval from the Board of Education to organize by submitting a written request containing the reason(s) for the groups' existence to the Board of Education through the Superintendent of Schools. Also to be included, a philosophy statement as to the purpose of the Booster Club and what some of the major goals are for the group. The mission statement, purpose, or by laws, must also include a statement within it indicating that they will prohibit alcohol at all events when students are present. Request for approval by the Board of Education must be submitted annually.
- The group will be governed by a Board of Directors and will have officers consisting of a president, vice president, secretary and treasurer. The treasurer is expected to have experience with basic business accounting practices. School employees (including all interscholastic coaches, volunteer coaches, and their immediate family members) are not allowed to serve on the Board of Directors or as an officer.
- All activities sponsored by a booster club must be free from alcohol when students are present. If the Board of Education is notified that alcohol was present at an event sponsored by a booster club in the known presence of students, it will investigate the allegation or designate an individual to investigate the allegation. If it is determined that alcohol was present at an event sponsored by a booster club, the Board of Education reserves the right to revoke the approval given by the Board of Education to organize as a booster club.
- The Booster Club will be required to acquire advance approval from the Superintendent of Schools or his/her designee for any specific fundraising activity. The Superintendent of Schools or his/her designee has the authority to withhold approval for any fundraising activity. Strict guidelines will govern how students may be used to fundraise and what types of activities are suitable. (Request for Approval of Fundraising Activities Form)
- Booster Club meetings must be open and copies of both agendas and minutes must be sent to the Superintendent of Schools or his/her designee.
- Fundraising or organizational functions which transpire on school property will be subject to the same scrutiny and conditions as set forth for other non-school community groups (churches, youth groups, community agencies, etc.) including obtaining a building permit and incurring appropriate charges and/or fees for use of the facilities.
- The financial records, including records of all monies received and all monies expended, shall be made available, upon request, for inspection by the Board, Superintendent or his/her designee. Booster Clubs must open a separate bank account in the name of the Booster Club.
- Groups wishing to make a contribution of cash, equipment, or commodities must adhere to the District's policy and regulations regarding the acceptance of gifts.
- Violations of District policy or regulations may result in the dissolution of the Booster Club.
- Booster Clubs may not discriminate on the basis of gender, race, sex, religion, color, creed, age, national origin, ancestry, sexual orientation, gender identity (transgender status), HIV status, veteran status, disability, or any other legally protected status.

As President of the Booster Club described on the reverse of this document, I have read the requirements, policies and regulations as set forth by the Kenmore-Town of Tonawanda Union Free School

Adopted: 7/3/2012

District pertaining to the organization and approval of booster clubs. We agree and funderstand that not doing so could result in the dissolution of our club. Booster Club President	e to follow said regulations 2. 3/(Date
Asst. Superintendent for Curriculum & Instruction	Date
Board of Education President	Date
PATRICK Heyden, Principal KEast HS	2-3-16 Date