

BOOSTER CLUBS AND FUNDRAISING

Booster clubs are an important part of the athletic and extracurricular programming in the Fall Mountain Regional School District. Booster clubs play an important role in supporting, encouraging, and in advancing these programs. The following rules and regulations are basic and broad guidelines for the establishment and operation of all booster clubs that support Fall Mountain Regional Schools.

- Booster Clubs are independent parent/guardian organizations that are overseen by the school district.
- The principal of each individual school must approve all booster clubs, and questions about individual booster clubs will be addressed to the administration of each school.
- Booster clubs exist only to support the school and its program, and can operate in one of the following ways:
 - a. The funds raised by the booster clubs are operated under the district's federal Tax Identification Number (TIN). The clubs will turn over all funds resulting from fundraising activities and non-fundraising activities to the school's designated Student Activity Fund bookkeeper. The district then exercises discretion over expenditures to benefit all participants of the program regardless of participation in the fundraising activity. The funds raised by booster clubs for schools within the Fall Mountain Regional School District will be subject to audit by the school's principal at any time. In addition, they will be included in the independent district audit as part of the student activity accounts.
 - b. A booster club will file for 501(C3) status and have a unique Tax Identification Number (TIN) for control over its own funds. The club will maintain its own bank accounts. The funds raised by booster clubs for schools within the Fall Mountain Regional School District will be subject to audit by the school's principal at any time and will have in its constitution procedures for an annual audit. The club will be limited in the type and scope of expenditures they make on behalf of the participants **to benefit all participants of the program regardless of participation in the fundraising activity.** (Reference [Irs.gov](http://irs.gov)). A copy of each booster club's constitution, by-laws, and annual budget must be submitted to the principal before club activities begin each year. Each booster club will have a written philosophy with clear-cut objectives regarding the club.
- Each booster club will develop an annual budget with input from the coach or sponsor, and submit it to the principal for approval prior to the start of the season. A final annual financial report will be submitted to the principal at the conclusion of the season.
- The booster clubs will provide a copy of their treasurer's report and meeting minutes to meeting attendees and the school principal.
- The principal or his/her designated representative will be made aware of all booster club meeting dates, the meeting site, and the time of the meeting; and will be provided with meeting minutes and treasurer's reports.

- All fundraisers and projects conducted by a booster club will have prior written approval of the principal or his/her designee. Booster clubs must follow all Fall Mountain Regional School District guidelines pertaining to fundraising activities and facilities usage.
- Booster clubs must abide by all guidelines, rules, and policies set forth by Fall Mountain Regional School District's Board of Education, the State Board of Education, each individual school association and all local, state, and federal laws.
- All gifts or donations given to the school by the booster club will be accepted by the principal with a signed statement indicating that they will become the property of the school.
- The principal has the discretion to disband any booster club, if he/she determines the guidelines above are not being followed.

Fundraising

Fundraising Activities may be conducted by the school itself, by a school support organization, and/or organizations within the school with approval from the principal.

Fundraising activities must comply with all board policies and district rules.

Fundraising activities may not involve any student during instructional time.

Students will not be required to participate in fundraising activities in order to participate in extracurricular activities.

References:

JJAB: Student Clubs and Activities

JJE: Student Fundraising Activities

JJF: Student Activity Funds

FMRSD

2nd Reading and Adoption: 3/28/2011