

SANCTIONING OF PARENT ORGANIZATIONS, BOOSTER CLUBS, AND ASSOCIATIONS

Booster clubs and parent organizations are encouraged to promote a positive relationship between the school and the community. The primary purpose of these organizations is to assist and support the school in recognizing and promoting students' activities. Site principals and the athletic director are responsible for maintaining close communication with such organizations to ensure the organizations' goals are in compliance with district policies. After receiving the superintendent's recommendation, the following criteria will be used in determining if an organization will be recognized (sanctioned) by the Stillwater Board of Education as a viable booster club or parent organization.

1. The organization must be managed or operated by adults, rather than students, and will present its by-laws and/or constitution to the board of education. These will clearly identify the organization as a parent organization or booster club separate from school district student organizations and will provide details of the structure of the organization including:
 - A. Officers and their duties;
 - B. Election of officers and term limits;
 - C. Purpose and goals;
 - D. Membership requirements and dues structure, if any;
 - E. Intended use of funds generated by the organization.
2. The organization must include one representative from the school faculty as a sponsor. **School employees may not be an officer of the sanctioned organization and/or be a signer on the sanctioned organization's bank account.**
3. No fund raising activities will be conducted within the school by the organization during school hours that detract from instruction.
4. The organization may not use school materials in advertising its activities. Use of school property by the organization for its activities will meet all regulations established by the board. (See policy GK.)
5. Any use of Stillwater Public Schools trademarks must have prior written approval. The board recognizes others' copyrights and trademarks and will not approve any use of Stillwater Public Schools indicia in conjunction with unauthorized intellectual property. The board delegates to the superintendent authority to enter into contracts for licensing of trademarks and logos. (See policy CH.)
6. All funds raised by the organization will be used to achieve the stated purposes and goals of the organization. No administrative fees or stipends to officers or others will be permitted. Any payments to coaches or employees must be approved by and paid through Stillwater Public Schools.
7. The organization must maintain bank, financial, and tax exempt status separate from the school. The organization will provide to the board of education, annually or upon request, a complete set of financial records or detailed treasurer's report. Each year the board will select organizations to provide financial statements and supporting documentation that will be reviewed by the district's external auditor as part of an agreed upon procedure review. Applicant acknowledges that the board of education has the discretion to sanction or decline the applicant, and the decision of the board of education is final and nonappealable.

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8. Applicant acknowledges that (a) the board of education can at any time, request the records maintained by the applicant, which the applicant will promptly make available, and (b) the board of education can, at any time it believes it is in the best interests of the school district to do so, withdraw sanctioning, and the decision of the board of education is final and nonappealable.
9. Any plan, project, or movement instituted to expand, modernize, renovate, or render maintenance to school-controlled or owned properties, or provide academic achievement awards and other educational recognition to students or student bodies will be presented to the board of education in official session for its consideration, comment, evaluation, approval, and sponsorship. This must be done before any public announcement is made.
10. In no manner will board sanctioning of an organization preclude the organization from compliance with state and federal laws as they pertain to equal opportunity and treatment of all students. Gifts or services provided to the school should benefit both boys' and girls' activities.
11. The board of education can revoke the sanctioning of any organization if it is found that the organization's operations and purpose are not consistent with board policies and procedures.

REFERENCE: 70 O.S. §5-129.1

Title IX, Education Amendment of 1972, 20 U.S.C. §1681, et seq.

CROSS-REFERENCE: Policy CFBB-P Sanctioning of Parent Organizations, Booster Clubs, and Associations (Procedures)

Policy CFBB-E Application for Sanctioning

Policy CFB, Activity Funds

Policy CH, Trademarks, Logos and Trade Names

Policy GK, Use of School Property