

Community Relations

Parent Organizations, Booster Clubs and Community Fundraising Activities

Parent organizations, booster clubs and other organizations or individuals engaged in community fundraising activities on behalf of the public schools are an invaluable resource to the District's schools. While parent organizations shall have no administrative authority and cannot determine District policy, the School Board welcomes their suggestions and assistance.

The Building Principal or a designee will serve as the adviser to parent organizations in his or her school and will serve as a resource person and provide information about school programs, resources, policies, problems, concerns, and emerging issues. Building staff will be encouraged to participate in the organizations.

Parent organizations and booster clubs are recognized by the Board and permitted to use the District's name, a District school's name, or a District school's team name, or logo attributable to the District on their fundraising materials and advertisements, provided they first receive the Superintendent's or his/her designee's express written consent obtained in advance of the planned use. Consent to use one of the above-mentioned names or logos will generally be granted if a written request is submitted to the Superintendent containing an agreement to the following:

1. The organization or club has by-laws containing the following:
 - a. The organization's or club's name and purpose, such as: "to enhance students' educational experiences", "to help meet educational needs of students", "to provide extra athletic benefits to students", "to assist specific sports teams or academic clubs through financial support", or "to enrich extracurricular activities".
 - b. The rules and procedures under which it operates.
2. A commitment to adhere to all Board policies and administrative procedures.
3. A statement that membership is open and unrestricted, meaning that membership is open to parents/guardians of students enrolled in the school, District staff, and community members.
4. A statement that the District is not, and will not be, responsible for the organization's or club's business, debts or the conduct of its members.
5. An agreement to maintain and protect its own finances.
6. A statement acknowledging that, while the organization is discouraged from earmarking donations to the District to be used for a particular expense, it is not precluded from doing so. Notwithstanding, the Board has the discretion to reject cash or other items of value that are earmarked for a particular expense and that it

shall do so to the extent such earmark may result in an inequity for students and/or is inconsistent with the Board's legal obligations under Title IX.

7. A commitment to place the following statement in any advertisement, brochure or solicitation for funds: "Rockford Public Schools is not the sponsor of this fundraising campaign, [name of organization/booster club] is raising funds that will be used to benefit Rockford Public Schools."

Individuals and organizations that are not parent organizations or booster clubs but wish to engage in a community fundraising activity specifically on behalf of the public schools shall submit a written request to the Superintendent containing an agreement to the terms appearing in items 2 through 7, above, in order to obtain written permission from the Superintendent to use the District's name, a District school's name, a District school's team name or any logo attributable to the District.

Permission to use the above-mentioned names or logos may be rescinded at any time and does not constitute permission to act as the District's representative. At no time does the District accept responsibility for the actions of any parent organization, booster club, other community organization or individual, regardless of whether it was recognized and/or permitted to use any of the above-mentioned names or logos.

District stationery and printed forms may only be used by District staff in the performance of their work-related duties. Parent organizations, booster clubs, community organizations and individuals not employed by the District are not permitted to use District stationery and printed forms.

The Superintendent shall designate an administrative staff member to serve as liaison to such parent organizations, booster clubs, other community organizations or individuals. The liaison will serve as a resource person and provide information about school programs, resources, policies, problems, concerns, and emerging issues.

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