

INDEPENDENT SCHOOL DISTRICT 196
Rosemount-Apple Valley-Eagan Public Schools
Educating our students to reach their full potential

Series Number 801.3AR Adopted May 1984 Revised August 2021

Title Booster Clubs and Booster Organizations

1. **Definition** – Booster clubs and booster organizations (including PTAs, PTOs, etc.) are designed to encourage a positive relationship between a particular school and the community, and to help the school promote, recognize and raise funds for school activities.
 - 1.1 The membership of booster clubs and booster organizations shall be primarily made up of parents and community members, though district employees may also be members.
 - 1.2 Booster clubs and booster organizations shall have their own governing board, policies and accounting records, separate from the school or school district.
 - 1.3 The school principal or designee shall maintain a close relationship with booster clubs and booster organizations associated with his or her school.
2. **Fundraising**
 - 2.1 Booster clubs and booster organizations may use a school's name, mascot and/or logo in fundraising activities, with the permission of the school principal.
 - 2.2 Any booster club or booster organization fundraising activities done in the name of the school must be approved by the principal or designee, in accordance with District Policy 801, District-Community Relations, and District Regulation 801.6AR, Distribution of Materials and Information to Students.
 - 2.3 Booster club and booster organization funds must be collected and maintained by the club or organization and kept separate from district funds and from student activity funds.
 - 2.4 Booster clubs and booster organizations may not use the district's tax exempt status or tax identification number.
3. **Donations to the School or District**
 - 3.1 All donations from booster clubs and booster organizations to a school or the district shall go through district-approved procedures.
 - 3.2 Employees should make requests through their principal to the booster club or booster organization for specific donations.
4. **Liability** – Schools shall not take action that would lead others to believe that the school is in charge of or has responsibility for a booster club or booster organization.
 - 4.1 School employees shall not direct or manage a booster club or booster organization for their own school, but may provide advice, including on use of the school name, mascot and/or logo.
 - 4.2 Schools shall require booster clubs and booster organizations to agree to abide by the parameters set in this regulation, including the following:
 - 4.2.1 Booster clubs and booster organizations are not authorized to act as an agent or represent themselves as an agent of the school or district, and
 - 4.2.2 Booster clubs and booster organizations may not use school or district letterhead to carry out their business.
 - 4.2.3 Websites operated or maintained by booster clubs should not give the impression that the booster website is an official school website.
5. **Insurance Coverage** – To ensure that booster club and booster organization activities are covered by the district's liability insurance, principals shall submit the names of school-approved booster clubs to the School District's General Counsel by August 15 each year.