



**Section:** 7000 School-Community-Home-Relations

**Title:** Parent Organization Policy

**Code:** 7005

**Status:** Active

**Adopted:** August 23, 2017

**Revised:** September 22, 2021

The Board of the North Carolina Charter Educational Foundation encourages the development and participation of parent organizations that support the goals of the Board and the schools it operates. The Board recognizes that parent organizations are an effective means of involving parents in their child's educational experience and providing general support for a school and its mission.

Parent organizations, including the Parent Teacher Cooperative (PTC), Booster Clubs and other similar organizations must comply with the following conditions in order to operate in conjunction with a school:

1. All parent organizations must provide the Board, with a copy to the school Principal, with a written description of the purpose of the organization and the general rules and procedures by which it will operate. Any modifications to the organization's purpose or general rules and procedures must be provided, in writing, to the Board and the school Principal.
2. On no less than a quarterly basis, an officer of the parent organization shall appear before the Board and present a detailed written financial report of revenue and expenditures and a summary of operating activities.
3. Internal Entities - Parent organizations operating under the authority of the Board.
  - a. These entities must handle all financial transactions, including collection of money, deposits, receipts, disbursements and all related activity and documentation in accordance with the requirements of the school's Charter, the Board's Fiscal Management Policy and CSUSA's Policy and Procedures. CSUSA will ensure that these parent organization members receive the necessary training and support to comply with its policy and procedures.
  - b. These entities must obtain prior approval from the Board for any fundraising event. Prior approval must be obtained from the Principal or the Board for the following:
    - i. any purchase for the school;
    - ii. any function involving the participation of students during school hours;
    - iii. any event that is likely to reflect upon the reputation of the school.
4. Separate Entities - Parent organizations which are separate non-profit corporations that have obtained federal tax-exempt status.
  - a. These entities must maintain appropriate fiscal management policies and must handle all transactions consistent with those policies.
  - b. These entities must notify the Board of upcoming fundraising events.

- c. Prior approval must be obtained from the Principal or the Board for the following:
  - i. any function involving the participation of students during school hours;
  - ii. any event that is likely to reflect upon the reputation of the school.
- d. Prior approval must be obtained from the Board for any function or event that creates a conflict with existing board policy.

5. Fliers and other literature displayed or distributed by parent organizations must comply with the Board's policies and the school's practices and procedures.

6. Parent organizations that do not comply with Board policies or practices and procedures may have approval to operate with the school revoked by the Board.

Adopted: 8/23/17

Reviewed:

Revised: September 22, 2021

Legal Reference: