

Lakeland Joint School District No. 272

COMMUNITY RELATIONS

4200

School-Support Organizations

The Board recognizes that parent, teacher, and student organizations are an invaluable resource to the District's schools and supports their formation and vitality. Membership must be open and unrestricted.

School-support organizations may be formed to support and strengthen specific activities conducted within the school or District and must receive the approval of the school principal, Superintendent, and the Board in order to be recognized. These organizations must keep on file in the Superintendent's office a record of officers, bylaws, mailing addresses, and other pertinent information.

School-support organizations shall handle their own accounting and bookkeeping procedures and maintain their own separate accounts for income and expenditures. Annual financial reports that provide a full accounting of the financial dealings for the year shall be submitted to the Board for review.

Approving Activities of School-Support Organizations

Proposed plans, projects, or activities must be evaluated and promoted in light of their stated contribution to the curricular as well as the extracurricular programs of the District.

School-support organizations must submit to the Superintendent their tentative goals and objectives along with their fundraising plans for the next school year for review by the Board. Should the goals and objectives or fundraising plans change during the school year, the Superintendent is to be advised before any final revisions are made.

School-support organizations must abide by all District policies as well as the following:

1. School-support organizations may not use the District's tax ID number;
2. School-support organizations may not accept checks made out to the District, and the District may not accept checks made out to the school-support organization;
3. District employees may not have a leadership role in school-support organizations without approval from the building principal and the Superintendent;
4. Fundraising activities should not occur on District premises or during school hours unless permission has been given by the Superintendent and building principal; and
5. School-support organizations must submit reports on income, expenses, and balance sheets to the Board upon request.

Fundraising by School-Support Organizations

Fundraising by school-support organizations is considered a usual and desirable part of the function of such groups. The specific fundraising activities must be approved, in advance, by the principal, and the principal must be consulted prior to any expenditure of funds raised. All funds raised by school-support organizations are to be used for the direct or indirect support of school programs.

All equipment purchased or donated by school-support organizations becomes the property of the District, must meet all legal requirements, including safety codes, and may be used or disposed of in accordance with District policy and state law. Funding for installation and maintenance, when playground equipment is donated, shall be a consideration.

Announcements of school-support organization events and activities should clearly indicate that it is sponsored by the organization and not the school or District and warrant that the activities will be adequately supervised.

Liability and Insurance

The District requires any school-support organization or like organization to obtain and keep current general liability insurance in the amount of \$1,000,000.00 naming the District as additional insured.

Parameters for Use of the District's Name, Logo, or Mascot

The use of the District or any school name, logo, or mascot by school-support organizations must be authorized by the Superintendent and/or building principal. The Superintendent and/or building principal may revoke the authorization to use the District's name, logo, or mascot if it is determined the school-support organization has failed to comply with the terms of this policy or any other District policy. The school-support organization will be notified in writing of the reason for the revocation. The school-support organization may appeal the revocation to the Board whose decision will be final. The appeal must be filed in writing and submitted to the Board Clerk no later than five business days from the date of the letter.

In the event a school-support organization's authorization to use the District's name, logo, or mascot is revoked, the school-support organization will, within three business days of the final decision, provide to the District Treasurer all of the funds in its possession for deposit.

Legal References:	I.C. § 33-512	Governance of Schools
	I.C. § 33-705	Fiscal Affairs of School Districts
	I.C. § 33-701	Fiscal Year Payment and Accounting Funds
	I.C. § 57-108	Auditor
	34 C.F.R. § 106.31(b)	Education Programs or Activities: Specific Prohibitions (Implementing Title IX)

[Idaho State PTA Insurance Premium Form](#)

Idaho High School Activities Association, Current Rules and Regulations Manual
(<https://idhsaa.org/asset/Rules%20&%20Regs/23-24%20Final%20Print.pdf>)

Office of Civil Rights, Title IX Athletics Investigator's Manual
<https://eric.ed.gov/?id=ED400763>

Policy History:
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