



Booster Meeting



PRSD Mission, Vision, Values

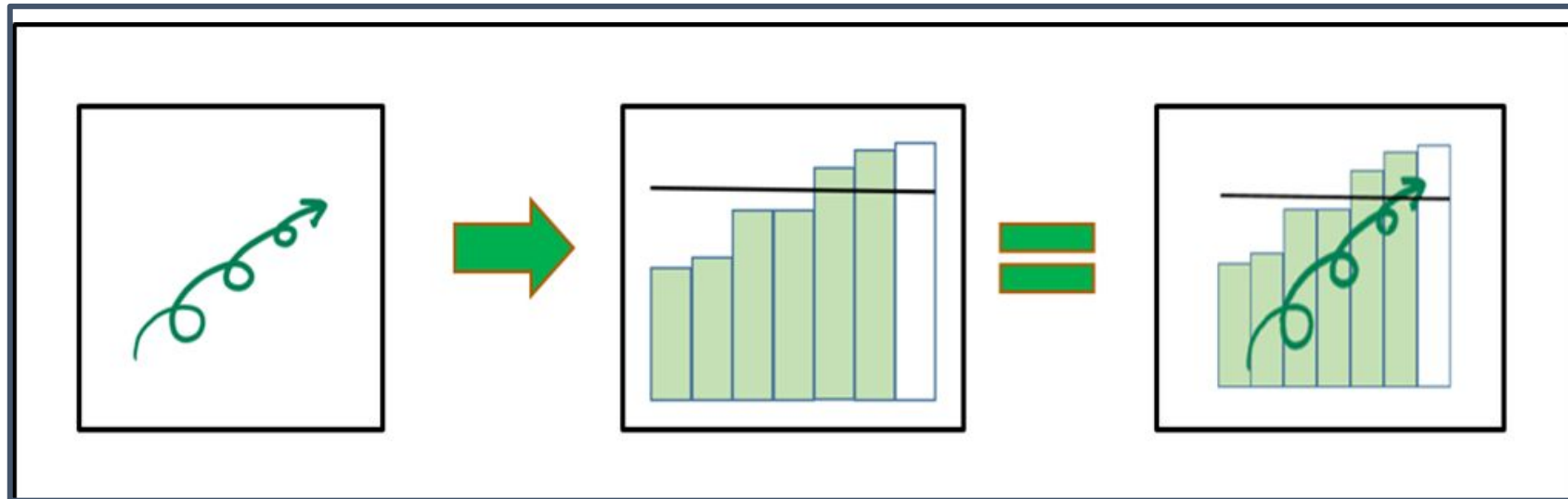


- The Mission, Vision & Values (MVV) represent the purpose and core beliefs of the district.
- The MVV are embedded in the strategic plan, action plans and communications.
- Athletics and Co/Extra-Curricular Activities are seen as critical to the focus on learning and an integral part of reaching **every** student.

The infographic is a vertical poster with a white background. At the top is the PRSD logo (stylized 'PRR') and the text 'Pine-Richland School District'. Below this is a dark green horizontal band containing the word 'MISSION' in white, followed by the text 'THE MISSION OF THE PINE-RICHLAND SCHOOL DISTRICT IS TO FOCUS ON LEARNING FOR EVERY STUDENT EVERY DAY.' in white. The middle section is a colorful illustration of a classroom. A teacher is seated at a desk on the left, and a student is at a desk on the right. The room is filled with educational icons: books on a shelf, a globe, a lightbulb, a graph, a sign that says 'GROWTH OF LEARNING', and a sign that says 'FOCUS ON LEARNING'. The bottom section has a yellow background and is titled 'VALUES' in bold black. It lists four values: Personal Growth, Resiliency, Innovation, and Diverse Opportunities, each with a brief definition. A QR code is located in the bottom right corner of this section. At the very bottom, in small text, is the contact information: 'Pine-Richland School District | 702 Warrendale Road | Gibsons, PA 15044 | 724-849-7773'.

Booster Policy #915

- Process and process improvements lead to positive results
- Policy developed and refined
- Annual meeting to ensure clarity for new booster board members
- Comprehensive website resources, FAQ, archived podcast, and acknowledgement form



Booster Groups



Booster Programs

Fully Funded PRSD Programs

- Coaches/Sponsors
- Facilities
- Equipment
- Transportation
- Trainers
- Referees
- Scheduling



Booster Resources

- [Booster/Parent Organization Policy #915](#)
- [Pine-Richland Unified Booster Organization \(PRUBO\)](#)
- Director of Athletics and Principals
- [Pine-Richland Booster Website](#)

Pine-Richland Unified Booster Organization (PRUBO) is organized exclusively for charitable and educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code. More specifically, the Purpose of this organization shall be to **advocate for, support, promote, and advance activities, athletics and related activities for the benefit of students in Pine-Richland School District (PRSD).**



Communication

- **Clarity and Transparency**
 - Who is Speaking (PRSD or Booster Group)?
 - What am I registering for?
 - **Healthy Roster ID**
 - Separation of Church and State
- **Budget**
 - Need vs. Want
 - Required vs. Voluntary
 - Where does the money go?





Key Areas for Consideration

- Timeline and Application for Board Approval
- Booster Membership or Participation is NOT Required
- Cooperative Fundraising Prohibited
- Advertising and Use of PRSD Logo
- Facilities Usage
- Fundraising
- Concession and Ticketing
- Donation Requests
- PRSD eBlasts

Pine-Richland
Advertising
Policy &
Procedures



Timeline and App. for Board Approval

- Associated with Athletics - Application Submitted to Director of Athletics
- All Other Booster Groups - Application Submitted to Building Principal
 - See [Policy 915](#) for Application Requirements and Timelines
 - Updated Officers by **July 31** (or as soon as changes are identified)
 - Annual Accounting Audit by **September 30** from Previous Year
 - Abide by ALL Internal Revenue Guidelines
- Insurances
 - Board Approved Groups - District Liability Coverage for Approved Events. Groups Free to Secure Additional Coverage



Booster Membership Requirements

Parent or guardian participation **shall not** be required as a prerequisite for a student's participation in and/or receipt of the full opportunity and benefit of the team, club or activity for which the student has elected to participate.



Cooperative Fundraising

In accordance with IRS Guidelines, cooperative fundraising is prohibited. **Cooperative fundraising is defined as when a group's members join together (cooperatively) to raise money and then credit the funds raised (or the time spent volunteering) to the individuals who participated in raising the money.** When records are kept showing how much each parent/student contributed to the fundraising effort these records are called Individual Fundraising Accounts ("IFA") and are prohibited.





Advertising Guidelines and PRSD Logo

- **Director of Athletics** – All athletic booster organizations or athletic-related advertising (e.g., a sports team program)
- **Building Principal** – All building-based booster organizations or activity-based advertising (e.g., high school musical program)
- **Director of Communications** – All district-wide events or activity-based advertising (e.g., PROF fundraiser)

[Advertising Form](#)

25% of Revenue to District for Use of Facility:
Yard/Tent Signs and Banners Placed on PRSD Property



Facilities Usage

- Kim Charney, Coordinator of Transportation and Facilities
 - kcharney@pinerichland.org
 - (724)-625-7773, ext. 6200
- **Class II:** Organizations which meet at least one (1) of the following criteria:
 - **B. The organization constitutes a district-recognized booster organization that directly supports either (i) a Class I team, group or activity; or (ii) a partially-funded team, program or activity as defined in subsection (A) directly above.**



Fundraising

- [Fundraiser Request Form](#)
- Submit Multiple Requests in 1 Form (5)
- 45 Days in Advance of Event
- Approval from Director of Athletics or Principal (5 Days After Request is Submitted)

Transparency

District will not Advertise events that
Include Alcohol
**Should not combine with other groups
(youth, other organizations, etc.)**

Small Games of Chance Licenses

*If you answered "No" to the prior question, a Small Game of Chance License must be obtained prior to running a Small Game of Chance fundraiser (e.g. 50/50, raffles, lottery, etc.). For additional information, visit these websites:

<http://www.alleghenycounty.us/treasurers-office/small-games-license.aspx>;

<https://www.pinerichland.org/Page/7685>.



Concession Stands and Ticketing

- [Concession Stand Agreement](#)

- ID Card for Access
- Pepsi Contract

- [Link to Ticketing Agreement](#)

- Simplified
- All Proceeds to Booster Group (exception football, basketball)
 - \$3 Adults, \$1 Students
 - Season Pass Option





Donation Requests

- [Policy 702 - Gifts, Grants, Donations](#)
- Board Approval Required (\geq \$1,000)
- Often Involves a Number of District Personnel (Asst. Sup., A.D., Dir. of Facilities, Coaches, Dir. of Finance, etc.)
- After Approval - District Owned

**Thanks for
Donating!**



PRSD Website and eBlasts

[LINK TO BOOSTER WEBSITE](#)

Booster & Parent Organizations

Overview

Booster Group Contacts

Unified Booster Organization

Rules & Regulations >

Use of Facilities

Booster Announcements

Fundraising Request Form

Submit Your Organizations's Good News

Ticketing Agreement

FAQs

District & Booster News

Song & Dance Highlight PRMS Rendition of 'Footloose' - *Sold Out!*: Pine-Richland Middle School students will be taking audience members back to the eighties through the production of "Footloose." Final performance is today at 7 p.m. Show is sold out! *Concessions will be open including flowers and candy grams for cast and crew. [See concession information.](#)*

Skate Night Supports PRHS Mini-THON: Join us for ice skating at UPMC Lemieux Center on Feb. 9 from 7-9 p.m. Mention that you are there to support PRHS Mini-THON for proceeds to be donated to support this cause.

prnewsletters@pinerichland.org



Podcast, FAQ, and Acknowledgment Form

- Attend the Booster Meeting and/or [Watch the Podcast](#)
- Review the [FAQ](#)
- Booster President - Complete the [Acknowledgment Form](#)

Booster Podcast and Acknowledgement Form

In the fall of each school year, booster groups must complete an application process to be approved and recognized by the Pine-Richland School Board. Beginning in the fall of 2019, all booster organization leadership teams will be asked to view the podcast, read the FAQs, and then sign an acknowledgment form. We believe this process will further strengthen our communication and understanding of best practices.

* Required



Questions?