

Stafford Township Board of Education Policy

COMMUNITY
9722
School-Related Groups

9722 SCHOOL-RELATED GROUPS

The Stafford Township Board of Education recognizes the important role that community groups play in assisting schools with all aspects of school life. In particular, the Board recognizes that many community groups have a direct connection to the Stafford Township School District in that they are comprised of district parents/guardians and/or employees and have a mission that is directly connected to and aligned with the mission of the District. The purpose of this policy is to develop a formal recognition process for such a group to become recognized by the Stafford Township Board of Education as a School-Related Group.

Criteria

The Board has established the following criteria for determining whether a group is a School-Related Group. In order to apply to become a School-Related Group, the Group must meet the following criteria:

1. The Group executive member may not be a contracted employee of the district in any capacity;
2. The Group must be a non-profit (501(c)(3)) organization;
3. The Group must have a clearly defined organizational structure, purpose, goals, mission and bylaws;
4. The Group must have a stated purpose that is directly connected to education, and specifically the education of Stafford Township School District students;
5. The Group must offer programs, services, scholarships, funds, etc. to Stafford Township School District students and/or directly impacting Stafford Township School District students/families;
6. The Group must not discriminate in its membership;
7. The Group must have and follow a procedure for accurately maintaining its finances and financial records, including but not limited to all funds raised through fundraising activities;
8. All funds raised by the Group must be used to achieve the stated purpose of the Group;

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9. The Group must have developed criteria to ensure fair and non-discriminatory fundraising, donations and scholarships;
10. The Group must agree to abide by all policies, regulations, and reasonably established rules of the Stafford Township Board of Education and Stafford Township School District, including but not limited to use of facilities, gifts/grants/donations, and fundraising;
11. Other criteria to be established as reasonably necessary and appropriate.

Procedure to Apply for Recognition

The Board has established the following application process for School-Related Group recognition:

1. The Group must submit in writing the items noted below to the Superintendent no later than August 1st;
2. Once the documents have been submitted and reviewed by the Superintendent (or designee) to ensure it is complete, all necessary and appropriate documents are attached, and all above stated criteria are met, the Superintendent will review and submit his recommendation to the Board of Education for board approval.
 - a. The documentation must include, at a minimum, the Group's organizational structure, purpose, goals, mission, bylaws, advertisement of membership, proposed meeting dates and scheduled events for the school year, and financial disclosures (treasurer's report). In addition, the documentation should include information about how the other above listed criteria are met;
3. The Board of Education will make a decision and the Superintendent or designee will notify the Group of same;
4. The Group may not receive the benefits of the School-Related Group recognition until it has been formally approved by the Board of Education;
5. All School related groups must apply to seek re-approval from the Board of Education annually, no later than August 1st of each year for the upcoming school year.

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Benefits

Recognition as a School-Related Group provides the group with the following benefits:

- Access to materials distribution channels as set forth in Policy 9125;
- Priority use of school facilities as set forth in Policy/Regulation 7510 and 7510.1;
- Use of the Stafford Township School District logo on promotional materials for events in which the Group is organizing/sponsoring/running the event jointly with the Stafford Township School District, provided that the District provides express, written permission for use of the logo.

Other

The Stafford Township Board of Education reserves the right to revoke recognition as a School-Related Group to the Group at any time and for any of the following reasons:

- Failure to adhere to any of the criteria set forth above;
- Failure to comply with the policies, regulations, or reasonably established rules/procedures set forth by the Stafford Township School District and the Stafford Township Board of Education, regardless of whether such policies, regulations, rules/procedures were in place at the time of application or set forth thereafter; or
- Other good cause

The Stafford Township Board of Education's recognition of a Group as a School-Related Group does not mean that the Board is accepting any legal responsibility for the Group or its actions, nor is the Board accepting or adopting the views/opinions/etc. expressed by the Group or any of its members, as its own.

Adopted: 15 March 2012
Revised: 26 June 2014
Revised: 8 January 2024
Revised: 3 June 2024