



# Administrative Regulations

South San Antonio Independent School District

GE – Community and Governmental Relations	GE
Page 1 of 1	
Relations with Parent Organizations - 2023	

**Note: For information regarding District acceptance of gifts and solicitations, see CDC (LOCAL).**

Each such organization must submit the following to the \_\_\_\_\_ (position title) for approval:

1. A list of officers with name and office for the organization;
2. The constitution and bylaws of the organization;
3. A list of all activities and fundraisers, annually; and
4. The budget and financial report of the organization, annually.

Such organizations must agree to abide by all applicable UIL, District, and campus policies, guidelines and regulations.

### LIAISON

The faculty sponsor of a student group will serve as the liaison between any organization formed in connection with that student group and the District. If no specific student group is involved, the principal will serve as the liaison. A current list of officers of each organization will be kept on file in the principal’s office of the school involved.

### REQUESTS FOR FUNDRAISING ACTIVITIES

A parent organization or booster club desiring to conduct a fund-raising activity in a District school, including a concession stand, must submit to the \_\_\_\_\_ (position title; example: Superintendent, principal, and the like) a request containing information request using GE EXHIBIT. [see GE(EXHIBIT) next page]