



Athletic Booster Team Funds

Effective Date: 2025-26 School Year

Last Updated: August 5, 2025

PURPOSE: Each athletic team maintains its own funds through donations and team-specific fundraisers. These funds are recorded as separate line items in the monthly DPAB Treasurer's report, effectively serving as individual bank accounts for each team.

ACCOUNT BALANCE: Coaches are responsible for attending a booster meeting to gather the team funds account balance. Verify the balance in the team account with the Booster Treasurer.

ATHLETIC DIRECTOR: Must approve all transactions prior to them occurring. This is for expenses and reimbursements.

FORMS: Deposit, Fundraising application, and Reimbursement Forms can be found at the Deer Park High School front office

FUNDRAISERS: All fundraisers should be approved by the Deer Park Schools Athletic Director. Coaches overseeing fundraisers must submit a Team Fundraiser Application. This form outlines the reason for the fundraiser and details how the raised funds will be used. The idea behind fundraising is to help offset the expenses associated with participating in that sport. Fundraising can be used to purchase equipment, additional items outside of the school provided uniforms, team meals, senior gifts, and coaches' gear up to 15% of the total fundraiser.

If the required fundraising documents are not submitted, the following rules will apply:

- A maximum of 15% of the account balance may be used for coaches' gear.
- Funds cannot be used to cover the cost of uniforms for players who failed to return them from the previous year.
- All funds raised by the team must be spent by the end of the following season
- Funds can be used for team meals, a reimbursement will be provided to the coach or team parent.
- Carryover funds should be minimal.

REIMBURSEMENTS: In order to be eligible for reimbursement you must have completed the reimbursement form, receipts, and receive approval from the athletic director. Your account must have sufficient monies available in the Team Fund Account. Please allow 7-10 days for reimbursement. Invoices/Online Purchases will be paid ASAP.

SENIOR GIFTS: Up to \$50 per senior can be spent out of the team funds if the funds are available.