

PROCEDURE – SCHOOL SUPPORT ORGANIZATIONS

4120P

The following guidelines are provided for use by booster and/or PTSA/PTSO groups that are involved in money-raising activities:

- A. Local booster clubs and PTSAs/PTSOs must be incorporated as nonprofit organizations.
- B. In order to receive nonprofit status, the group must file articles of incorporation and bylaws with the Secretary of State. A nonprofit organization must adhere to state laws [RCW 24.03](#).
- C. The board of directors of the school district has established a fee schedule that governs the use of facilities by a school-support organization.
- D. The nonprofit organization must operate without cost to the district.
- E. Each school-support organization may conduct sales or benefit activities, such as athletic or sports events, bazaars, benefits, campaigns, contests, dances, drives, and social gatherings. The school-support organization must follow nonprofit fundraising regulations outlined by the Washington State Gambling Commission, the Department of Licensing and the Internal Revenue Service.

Implemented: November 18, 2025 North Thurston School District