Attachment "School-Connected Organization Manual and District Policies Acknowledgement"

Saratoga Union School District
20___ - ___ School-Connected Organization Manual
and District Policies Acknowledgment Form

As an officer of the school-connected organization within the Saratoga Union School District, I affirm that I have thoroughly reviewed the Saratoga Union School District School-Connected Organization Manual, Board Policy 1230, Administrative Regulation 1230 and that I attended one Booster Trainings held by the District. I am fully aware of the procedures and guidelines detailed in the School-Connected Organization Manual and Administrative Regulation and commit to following these directives.

I understand that the District has oversight responsibilities and authorization to require use of district procedures as a condition of approval of our school-connected organization to operate for the benefit of the district. Should any questions or uncertainties arise concerning policies, procedures, or any content within the manual or Administrative Regulation, I will promptly seek clarification or additional guidance from the school site administration.

I acknowledge that the information provided in the School-Connected Organization Manual and Administrative Regulation may not cover every specific situation or detail comprehensively. It is the duty of our school-connected organization to be well-informed about all relevant laws governing school-connected organization operations. Where needed, we will consult with qualified financial and tax professionals to ensure compliance with accounting and tax filing requirements. The District is not responsible for the management or operation of school-connected organizations.

As an officer and member of the executive board of the school-connected organization, it is my responsibility to ensure that our procedures and practices are financially and legally robust, adhering to all applicable rules, regulations, laws, ordinances, and statutes. I also recognize and accept my legal obligation to act with prudence and diligence in safeguarding the organization. This includes granting the Saratoga Union School District the authority to audit our financial records, whether through District personnel or a certified public accountant, should there be any concerns regarding financial management.

SIGNED AND ACKNOWLEDGED BY:

_____
School-Connected Organization Name

_____ _____
Print Name **Title**

_____ _____
Signature **Date**