

Dyer County Board of Education

Descriptor Term:

Descriptor Code:

Board Approved:

School Support Organizations

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10/7/08

Rescinds:

Board Approved:

1 (a) A group or organization may not use a school district's or school's name, mascot or logos, property
2 or facilities for the raising of money, materials, property or securities until a policy has been adopted by
3 the local board of education concerning cooperative agreements, school support organizations, and the
4 use of school facilities for fundraising purposes.

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6 (b) The policy that we have adopted (a) shall include, at a minimum, in substance, the following
7 provisions:

8 (1) Prior to soliciting, raising, or collecting money, materials, property or securities to support a school
9 district, school, school club, or any academic, arts, athletic, or social activity or event related to a school,
10 a school support organization shall submit to the director of schools or the director's designee a form
11 that, at a minimum, documents the following:

12 (A) The organization's status as a nonprofit organization, foundation, or a chartered member of a
13 nonprofit organization or foundation; provided however, nothing herein shall require that the

14 organization be a 501(c)(3) organization under the Internal Revenue Code;

15 (B) The goals and objectives of the organization; and

16 (C) The telephone number, address, and position of each officer of the organization;

17 Thereafter, a school support organization shall annually, at a time designated before the beginning of the
18 school year, submit a form to the director of schools or the director's designee verifying its continued
19 existence as a nonprofit organization and documenting, at a minimum, the goals and objectives of the
20 organization; and the current telephone number, address, and position of each officer of the
21 organization. The organization shall file a statement of total revenues and disbursements before the end
22 of the school year ;

23 (2) The approval of the director of schools or the director's designee shall be required before a school
24 support organization undertakes any fundraising activity to assure that scheduling of fundraisers does
25 not conflict with the school district's or school's fundraising efforts and that the fundraising process is
26 consistent with the goals and mission of the school or school district. Such approval shall not make such
27 fundraising activity a school sponsored activity.

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29 (c) A school support organization shall maintain, at a minimum, detailed statements of receipts and
30 disbursements, minutes of any meetings, a copy of its charter, bylaws and documentation of its
31 recognition as a nonprofit organization. Such statements and records shall be maintained for a period
32 of at least four (4) years and be available upon request by any member of the organization, principal,
33 director of schools or the director's designee or the office of the comptroller of the treasury.

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35 (d) A school support organization shall operate within the applicable standards and guidelines set by a
36 related state association, if applicable, and shall not promote, encourage or acquiesce in any violation of
37 student or team eligibility requirements, conduct codes or sportsmanship standards;

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39 (e) A school support organization's officers shall ensure that school support organization funds are
40 safeguarded and are spent only for purposes related to the goals and objectives of the organization.

1 The organization shall adopt and maintain a written policy that specifies reasonable procedures for
2 accounting, controlling and safeguarding any money, materials, property or securities collected or
3 disbursed by it;

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5 **(f)** A school support organization shall provide, upon request, to officials of the local school board, local
6 school principal, or auditors of the office of the comptroller of the treasury access to all books, records,
7 and bank account information for the organization; and

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9 **(g)** A school representative may not act as a treasurer or bookkeeper for a school support organization.
10 A school representative may not be a signatory on the checks of a school support organization. A
11 majority of the voting members of any school support organization board shall not be composed of
12 school representatives.

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14 **(h)** A local board of education may adopt a policy that is more restrictive than the requirements of
15 subsection **(b)**.

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17 **(i)** The local board of education, director of schools, local school principal or any other school official
18 shall not incur any liability for the failure of a school support organization to safeguard school support
19 organizations funds.

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