



**ROISD Booster Club
RE-CERTIFICATION
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Why Booster Club Training?

1. Compliance
2. Avoid uncomfortable situation due to lack of knowledge
3. Support for all programs/groups
4. Protection for both parties
5. Requirement of UIL participants

Purpose of Booster Clubs

Booster Clubs should be organized to help promote, support, and improve the extra-curricular activities of the schools.

The fund raising role of booster clubs is particularly crucial in today's economic climate.

Booster clubs must always work collaboratively with the head coach or lead sponsor of the organization.

Booster clubs support the goals of the particular program or organization.

Booster clubs are not independent operations.

UI Requirements

UIL Guidelines for Roles of Booster Clubs

Booster Clubs should develop and annually review policies to cover the following:

- bookkeeping and fund administration including process to obtain district administrator approval prior to raising or spending funds;
- taking, distributing and filing minutes;
- public communication;
- proper interaction with fine arts directors, academic, non-UIL sponsors and athletic coaches;
- a sportsmanship code governing behavior of booster club members and fans at contests, treatment of officials, guests, judges, etc.;
- plans to support the school regardless of success in competition, keeping the educational goals of competition at the forefront of all policies.

ROISD Requirements

Booster Clubs

- All district expectations are outlined in the Booster club guidelines on the ROISD Webpage.
- All forms and documents referenced in this presentation are available on the ROISD Webpage.

ROISD Booster Club Information

The screenshot shows a web browser window with the URL <https://www.redoakisd.org/Page/3919>. The page features a dark red navigation bar with the following menu items: HOME, CALENDARS, DISTRICT, PARENTS, STUDENTS, STAFF, COMMUNITY (highlighted), DEPARTMENTS, and ATHLETICS. Below the navigation bar is the Red Oak Independent School District logo with the tagline "FUELING THE 4 TALONS!". To the right of the logo are buttons for "District Home", "Our Schools", and a search icon. Below the logo is a row of eight icons representing various services: Back to School, District Events, Staff Directory, Skyward, Classlink, Nutrition Menus, Mobile App, and Employment. A breadcrumb trail at the bottom of the navigation bar reads: Home » Community » Community Info » Booster Clubs.

Community Info

Community Events

Alumni

▼ **Booster Clubs** ▶

Forms & Guidelines

Community Partner Academy

Senior Citizens

TSTC North Texas

Useful Internet Resources

Booster Clubs

The Booster Clubs at the Red Oak Independent School District are a support extension for the entire athletic and fine arts programs. Parental and community participation in these clubs is encouraged. The Booster Clubs play an important role in helping to enrich and promote the school's extracurricular activities.

Click to access: [Booster Club forms & guidelines.](#)

Below is information about the various Booster Clubs that support Red Oak ISD students. Click the club name to expand the information.

NOTE: Booster Club websites and/or social media accounts are not managed or maintained by Red Oak ISD. ROISD is not responsible for content or updates. Any links to Booster Club websites and/or social media accounts will open in a new window.

	Expand All		Expand All
Band Booster Club >		Quarterback Club >	
Baseball Booster Club >		Soccer Booster Club >	
Basketball Booster Club >		Softball Booster Club >	
Cheer Booster Club >		Swimming Booster Club >	

Booster Club Websites /Social Media Sites

- Must clearly state - BOOSTER CLUB Ex. Red Oak HS Band Booster Club
- Must have a statement similar to the following:
 - *This web site or social media account is maintained by the Red Oak High School Band Booster Club and is **NOT** a part of Red Oak High School or the Red Oak Independent School District. Neither Red Oak High School nor Red Oak ISD is responsible for the content of this website/social media account or the content of links associated within.*

Bylaws

- Membership rules
 - ROISD employees can not hold office in a financial capacity
 - Address the fiscal year (School District vs. IRS)
 - Organization's structure
 - Election/Impeachment of officers
 - Must state the official Booster Club name (cannot use ROISD in the name but can use the school name) i.e. Red Oak High School Rugby Booster Club
 - Sample bylaws are included in the booster forms on the website.
-
- Not an exhaustive list

Meetings

- Coach/Sponsor **must** attend in an advisory capacity.
- All actions of the booster club meeting are to be recorded in the meeting minutes.
- All actions are subject to review/revocation if deemed outside of any ROISD/UIIL policies.

Finances

- Provide 501(c)(3) status
- Invest in insurance (Error, Omissions and Liability Insurance)
- ROISD requires each club to perform an audit to conduct an annual review of the Financial Report.
- Suggestions for completion of the audit are provided in the district guidelines.

Sales Tax

- CONTACT Comptroller
- Can NOT use ROISD's tax ID for purchases
- Tax-exempt status = tax free items.
- Items sold as personal property (example- sweaters, t-shirts, school supplies), you must charge sales tax (8.25%).
 - Colors allowed are: Shirts: maroon, white and athletic grey with maroon, grey, white and black accent colors.
- Each qualifying group/organization 501(c)(3) is allowed two tax-free sale days per calendar year.
- State of Texas also offers a tax-free weekend in August each year.

Fundraising

- Need fundraising approval at least 14 days prior to event
 - Director, Principal, Administrative approval required.
 - Facilities request – possible cost associated with event
- Must benefit ALL students in the program
- We suggest you limit yourselves to two fundraisers per school year
 - Not all current activities are considered fundraisers
- Not allowed - violates IRS provisions:
 - Individual accounts
 - Required participation in fundraising
 - Required sales quotas

Scholarships

- Must be UIL compliant - NCAA Compliant
- May only be awarded to seniors
- Cannot be need based
- May not be awarded or announced until student has exhausted all remaining UIL eligibility
- Sponsor may not be involved in selection process
- Identifying information must be removed/edited from the applications
- Checks are written to the university (not student), after receipt/invoice provided
- HS scholarship coordinator can help
- Can not exceed \$1000/scholarship

Advertising

- District oversight & final approval
- Booster Clubs do not have approval rights for facility advertising

Contracts

- Booster clubs don't have approval to sign contracts on behalf of ROISD.
- Contracts must be in the name of the Booster organization.
 - Ex. Red Oak High School Tennis Booster Club



ROISD VOLUNTEERS


Volunteers

Parent Resources / Volunteer Pro: x +

https://www.redoakisd.org/page/1064

High Contrast OFF ON

HOME CALENDARS DISTRICT PARENTS STUDENTS STAFF COMMUNITY DEPARTMENTS ATHLETICS

 RED OAK
Independent School District
FUELING THE 4 TALONS!

District Home Our Schools Q

Translate Language | User Options

Back to School District Events Staff Directory Skyward Classlink Nutrition Menus Mobile App Employment

Home » Parents » Parent Resources » Volunteer Program


Parent Resources

- Quick Links
- Bus Routes
- + Council of PTAs
- Electronic Grading Reports
- Parent Enrichment Classes
- Skyward Family Access
- Volunteer Program >

Volunteer Program

In Red Oak ISD, we love our parent volunteers! If you would like to become involved in activities ranging from field trips to mentoring students and organizing classroom parties, please sign up to be a volunteer.

Red Oak ISD uses an online process that includes a volunteer database and allows teachers to post opportunities throughout the school year. You may sign up for as many events as you would like.




New volunteers must complete an application to allow us to run a criminal background check.

Returning Volunteers, who registered this past school year, only need to UPDATE their current account.

As part of our district policy, we require a periodic update to the background check that we have on file for all active volunteers. This update is required to be performed once each year. This means that we will be submitting for background screening the information we currently have on your volunteer record.

We need your assistance to make this compliance requirement work smoothly. Therefore, we are requesting the following:

- if you **WILL BE VOLUNTEERING** during the coming school year and you know your volunteer information is accurate and up-to-date, you do not need to take any further action. You consent to Red Oak ISD using your information for background screening



Required Forms

Registration with District

NO Later than September 1, 2019

- Athletic Booster Clubs – return forms to Chris Anderson
- All Fine Arts Booster Clubs –return form to Rob Myers
- All other Booster Clubs - Campus Principal
- Additional information by request of ROISD
- DOCUMENTS DUE ANNUALLY
 - Bylaws
 - 501 (c)(3) letter and/or EIN
 - Registration & approval form
 - Officers Info Sheet
 - Audit

New for 2019-2020

Scholarships

Limit the amount of scholarships to no more than \$500.00 per recipient

Fund Balance

No club shall leave an incoming Board with less than 30% of the available balance of funds from the previous Board's tenure.

Example, club has a balance of \$15,000 as of July 1 when a new board takes over, the next years board should have a minimum of \$4,500 to begin the year.

We Appreciate You

THANK
YOU

The image features the words "THANK YOU" in a large, bold, blue 3D font. The letters are arranged in two rows: "THANK" on top and "YOU" below it. The text is set against a black rectangular background. The entire scene is framed by a white and red border on the left side, suggesting a page from a book or a presentation slide. The lighting creates shadows and highlights on the 3D letters, giving them a sense of depth and volume.