

BOARD POLICY

Placentia-Yorba Linda Unified School District

Community Relations

1230 - BP

SCHOOL-CONNECTED ORGANIZATIONS

The Governing Board recognizes that parents/guardians and community members may wish to organize parent organizations and/or booster clubs for the purpose of supporting the district's educational and extracurricular programs. The Board appreciates the contributions made by such organizations toward the Board's vision for student learning and for providing all district students with high-quality educational opportunities.

The Resources for the Enrichment of Academics, Arts, and Athletics for our Children to reach their ultimate Heights (REACH) Foundation and the Placentia Yorba Linda Unified Council (PYLUC) as well as all PTAs affiliated with PYLUC shall be considered as board-approved, school-connected organizations and shall not be subject to this policy. Persons proposing to establish additional school-connected organizations shall submit a request to the Board for authorization to operate within the district or at a district school.

A school-connected organization, including a booster club, parent-teacher association or organization, or other organization that does not include an associated student body or other student organization, shall be established and maintained as a separate entity from the school or district. Each school-connected organization shall be subject to its own bylaws and operational procedures or to the rules or bylaws of its affiliated state or national organization, as applicable.

A school-connected organization's request for authorization to operate within the district or at a district school shall contain, as appropriate:

1. The name and purpose of the organization
2. The date of application
3. Bylaws, rules, and procedures under which the organization will operate, including procedures for maintaining the organization's finances, membership qualifications, if any, and an agreement that the group will not engage in unlawful discrimination
4. The names, addresses, and phone numbers of all officers
5. A list of specific objectives for that year
 - a) A list of proposed fundraising projects and/or events
 - b) An explanation of donations to be requested from the families of each participant
 - c) A draft of the donation request letter
 - d) Expenses planned for funds raised (uniforms, equipment, travel, etc.)
 - e) An annual approved budget showing all income and expenditures
6. An agreement to grant the district the right to audit the group's financial records, either by district personnel or a certified public accountant, if there are concerns regarding the use of funds
7. The name of the bank where the organization's account will be located and the names of those authorized to withdraw funds

8. The signature of the principal of the supporting school
9. Planned use for any money remaining at the end of the year if the organization is not continued or authorized to continue in the future
10. An agreement to provide evidence of liability and/or directors and officers insurance when and in the manner required by law

Requests for subsequent authorization shall be annually submitted to the Superintendent or designee, along with a financial statement showing all income and expenditures from fundraisers. If the Superintendent or designee proposes to deny the request for reauthorization, he/she shall present his/her recommendation to the Governing Board for approval. The Superintendent will provide information from all approved reauthorization applications to the Board.

Coaches, directors, and advisors may have non-voting advisory roles in their team’s school-connected organization, but neither they nor their family members may hold offices.

When deemed necessary by the Board or the Superintendent or designee, the authorization for a school-connected organization to conduct activities in the district may be revoked at any time.

In addition, activities by school-connected organizations shall be conducted in accordance with law, Board policies, administrative regulations, and any rules of the sponsoring school.

The Superintendent or designee shall establish appropriate rules for the relationship between school-connected organizations and the district.

A school-connected organization shall obtain the written approval of the Superintendent or designee prior to soliciting funds upon the representation that the funds will be used wholly or in part for the benefit of a district school or the students at that school. This prerequisite shall not apply in circumstances where any solicitation or contribution shall result in the total proceeds to be delivered to a district school, nor to a solicitation of a transfer to be effected by a testamentary act. (Education Code 51521)

A school-connected organization may consult with the principal to determine school needs and priorities.

Any participation in fundraising activities by students and their parents/guardians and/or any donation of funds or property shall be voluntary. (Education Code 49011)

Cross Reference:	Board Policy	Description
	0200	District Goals
	0410	Nondiscrimination In District Programs And Activities
	1100	Communication With The Public
	1114	District-Sponsored Social Media
	1260	Educational Foundation
	1330	Use Of School Facilities
	3452	Student Body Funds
	5030	Student Wellness
	5139	Student Body Organizations
	6020	Parent Involvement
	6145	Extracurricular And Cocurricular Activities
	6153	School-Sponsored Trips

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