



BOARD OF EDUCATION
School District 45, DuPage County
Villa Park, Illinois

Subject: D45 Athletic Boosters Update

Date: August 18, 2026

Dr. Brian Graber, Superintendent, will update the Board of Education on the proposal for a D45 Athletic Boosters group. Draft bylaws have been developed for review by the board.

District 45 Athletic Booster Club

Bylaws

Article I – Name

The name of this organization shall be the District 45 Athletic Booster Club ("the Booster Club").

Article II – Articles of District 45 Athletic Booster Club

The Articles of District 45 Athletic Booster Club and any amendments thereto are the basis of these Bylaws. All activities of the District 45 Athletic Booster Club shall be in accordance with the purposes included in these Bylaws.

Article III – Purpose

Mission Statement

The D45 Athletics Booster Club is dedicated to fostering a love of sports and school spirit by providing volunteer and financial support to our middle school student-athletes and athletic programs. Through collaboration with parents, staff, and the community, we strive to enhance the athletic experience for all middle school students and ensure the success and growth of our school's athletic programs.

The Booster Club will aim to:

- Enhance middle school students' educational experiences through extracurricular athletics.
- Provide additional middle school athletic opportunities and benefits beyond those funded through the District's operating budget.
- Promote school spirit, sportsmanship, and community involvement.
- Encourage positive relationships among students, families, coaches, staff, alumni, and community members.
- Raise funds to support middle school athletic programs through equipment purchases, program enhancements, special projects, scholarships, and/or other approved initiatives.
- Foster volunteerism in support of District 45 athletic activities.

The Booster Club is organized exclusively for charitable and educational purposes and shall not be operated for the benefit of any individual.

Article IV – Authority

The Booster Club is an independent volunteer organization.

The Booster Club shall operate in accordance with all applicable federal, state, and local laws, District 45 Board Policies, administrative procedures, and school regulations.

The Booster Club agrees to adhere to all District 45 Board policies and administrative procedures governing school support organizations. The Booster Club further recognizes that the Board of Education's legal obligation to comply with Title IX and provide equitable athletic opportunities for students of all genders supersedes any recommendation made by the Booster Club. No activity of the Booster Club shall attempt to define or administer athletic programs defined by the Board of Education of District 45.

Article V – Membership

Full members: Membership shall be open and unrestricted.

Membership is open to:

- Parents and guardians of students enrolled in District 45 schools;
- District 45 faculty and staff;
- Alumni;
- Community members who support the mission and purpose of the Booster Club.

No individual shall be denied membership based on race, color, religion, sex, national origin, disability, age, or any other protected status.

Each member shall have one vote.

Annual dues: An individual shall be a full member of the District 45 Athletic Boosters upon payment of annual dues. District 45 Athletic Director(s) shall be members from whom annual dues are not required. Annual dues shall be established by the action of the Board at its spring regular meeting of each calendar year. Annual dues shall be on a current school basis. New members shall be accepted only upon payment of annual dues.

Article VI – Officers

The elected officers shall consist of:

- President
- Vice President
- Secretary
- Treasurer

Additional officer positions may be created by majority vote of the membership. Officers will make up the Executive Board (the “Board”).

Officer Duties:

President: Preside over all meetings, prepare meeting agendas, serve as the primary liaison with school administration, and ensure compliance with these bylaws.

Vice President: Assist the President and assume duties in their absence, oversee and coordinate all committee chairs and volunteers.

Secretary: Responsible for arrangements for all board and member meetings, maintain meeting minutes, club records, and handle official correspondence.

Treasurer: Manage all financial transactions, deposit all monies in the Boosters Club bank account, promptly pay all approved disbursements, maintain accurate financial records, present financial statements at meetings, and coordinate annual financial reviews.

Article VII – Elections

Elections: Officers shall be elected annually by ballot at the Spring meeting. However, if there is only one (1) candidate for any office, the election for that office (or offices) may be made by voice.

Officers shall assume their official duties at the beginning of the new fiscal year and shall serve for a term of two (2) years or until their successors are elected and assume their duties.

Term Limits: No office may exceed two (2) consecutive terms in the same office. At no time shall the office of President or Treasurer be required to vacate at the same time due to term limitation.

Removal from Office: Any officer may be removed from office for due cause by the members upon recommendation of the officers when such action seems to be in the best interest of the Booster Club.

Officer Vacancies: In case a vacancy occurs in the office of president, the vice president shall serve as president for the unexpired term. A vacancy occurring in any other office shall be filled

for the unexpired term by a person elected by a majority vote of the remaining members of the Board, notice of such election having been given.

In case a vacancy occurs in both the office of president and vice president, the secretary shall call a special general membership meeting for the purpose of filling the vacant officer positions, prior notice having been given.

Article VIII – Meetings

Regular Meetings: The Booster Club shall meet at least once per school quarter during the school year. The date, time, and location will be determined by the Executive Board and published on the school calendar.

Special Meetings: Special meetings may be called by the Board. Notice of meetings shall be provided at least seven days in advance whenever practical.

Quorum: A quorum shall consist of at least 3 members, including 2 officers for any official decisions.

Voting: Each full member of the Boosters shall be entitled to one vote on each matter submitted to a vote of members. Votes must be cast in person by the member in attendance.

Resolutions: All resolutions submitted to the full members shall be approved by affirmative vote by a majority of the full members present.

Article IX – Committees

Standing or special committees may be established as needed to promote the purposes and carry on the work of this association. No committee work shall be undertaken without consent of the Board. The president shall be a member ex-officio of all committees, except the audit committee, if authorized to sign checks. Committee chairs shall report regularly to the Board.

Standing committees: Permanent committees established by the Board to carry out ongoing activities and continue to function until dissolved by the Board. Such committees will continue to function until dissolved by the Board. The Board shall select the chairman of standing committees for a term of one (1) year.

Special committees: Temporary committees established by the Board to carry out specific activities. They exist until the activity is completed or until expiration of the term of the committee, whichever occurs first.

Article X – Financial Management

The Booster Club shall maintain and protect its own finances.

The organization is solely responsible for:

- Maintaining bank accounts.
- Accounting records.
- Insurance, if applicable.
- Tax filings.
- Financial reporting.
- Compliance with all applicable financial regulations.

District 45 is not responsible for the Booster Club's financial obligations.

The Treasurer shall provide financial reports at each regular meeting.

Checks require approval by the President and the Treasurer.

The fiscal year shall run from July 1st and end on the following June 30th.

Inspection of Financial Records: The financial records must be audited annually at the close of the fiscal year and upon change of treasurer during the term of office. The Board shall select an audit committee of at least three (3) members at its final meeting of the fiscal year. The committee shall examine the financial records and report its findings to the membership at the first general membership meeting of the new fiscal year. By decision of the Board, an outside auditor may be used. Anyone authorized to sign checks is not eligible to audit the financial records.

Article XII – Compliance with District Policies

The Booster Club agrees to comply with:

- District 45 Board Policies
- Administrative procedures
- School rules
- Applicable state and federal laws
- Athletic conference regulations, when applicable

Failure to comply may result in loss of recognition by the District.

Article XIII – Independence of the Organization

The Booster Club is an independent organization.

District 45 is not, and shall not be, responsible for:

- The Booster Club's business operations;
- Contracts or financial obligations;
- Activities of its members;
- Websites;
- Social media accounts;
- Publications;
- Communications;
- Fundraising activities.

Members act on behalf of the Booster Club and not on behalf of District 45 unless specifically authorized by the District.

Article XIV – Code of Conduct

Members shall:

- Demonstrate good sportsmanship.
- Treat all students, officials, coaches, volunteers, and spectators with respect.
- Promote inclusion and positivity.
- Avoid conflicts of interest.
- Refrain from conduct that could damage the reputation of the school or Booster Club.

Harassment, discrimination, bullying, or abusive behavior will not be tolerated.

Article XV – Conflict of Interest

Any officer or member with a financial or personal interest in a matter before the Booster Club shall disclose the conflict and abstain from voting on that matter.

Article XVI – Dissolution

If the Booster Club dissolves:

- All outstanding debts shall be paid.
- Remaining assets shall be donated to District 45 for educational or athletic purposes as determined by the District.

- No assets shall be distributed to individual members.
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Article XVII – Amendments

These bylaws may be amended by a two-thirds vote of members present at any regular meeting, provided written notice of the proposed amendment has been distributed at least fourteen days before the meeting.

Adoption

These bylaws were adopted by the membership of the District 45 Middle School Athletic Booster Club on _____.

President: _____

Secretary: _____

Date: _____