

Administrative Regulations Governing LPSD Booster Clubs

While the Board and Administration understand booster clubs are separate organizations from the school district, booster clubs are intricately connected to the school district. The board, therefore, requires all booster clubs as well as any organizations that intend to conduct fund-raising to benefit clubs, schools, students, or the district to get Board approval prior to any fundraising activities.

To be approved for fund raising, a booster club or other organization must do the following:

1. Complete and file an application to form a booster club. The application can be requested from _____.
2. After initial approval by the Board, the booster club or organization must, annually, provide a financial statement for the year just ended. The statement must include all expenditures and all income for all events and fund-raisers (unless finances are held by the district).
3. After initial approval by the Board, the booster club or organization must submit annually to the Board a tentative plan of activities for the upcoming year.

In addition to the above, a booster club or organization must follow the following rules:

- The booster club or organization must adhere to facility use policies for activities at the school.
- All fund-raising activities must be conducted in accordance with all applicable laws including, but not limited to, State of Alaska gaming laws where applicable.
- The booster club or organization must identify fund-raising activities, sponsors, and individuals participating in such activities.
- The district has the right, at any time, to review and/or audit booster clubs' or organizations' financial statements to investigate and ensure the clubs' financial integrity.
- School personnel shall not handle booster club or organization funds except in the capacity of an administrator for the District.