



Georgetown ISD Athletic Department



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GISD **Booster Club Guidelines**

The Role of the Booster Club

to raise supplemental funds through fundraising activities for the use of the associated program to plan and provide an end-of-the-year banquet that recognizes the efforts and achievements of the players, coaches and support personnel

Information for Booster Club Members

All booster club activities are under the jurisdiction of the GISD Athletic Director. The Athletic Director has approval authority over booster clubs and should be invited to all meetings.

The Athletic Director's designee is required to manage the activities of the booster club. Coaches should not have control or signature authority over booster club funds. Coaches should not have access to booster club checks or debit cards.

All monies that are raised by the booster club belong to GISD even though these funds may be held in a booster club account.

The manner in which booster club funds are used should be at the discretion of the Athletic Director's designee, not the members of the booster club.

Booster clubs should not expend funds without the knowledge and approval of the Athletic Director's designee. Approval should be prior to a check being written, not after the fact.

Booster clubs are required to apply for approval from the Athletic Director prior to any fundraising activity.

IMPORTANT: Booster clubs should never give anything to students. The UIL penalty for this violation is the forfeiture of varsity eligibility in the sport for which the violation occurred for one calendar year from the date of the violation.

Booster clubs are required to submit semi-annual financial reports to the Athletic Director's office.

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Booster Club Guidelines (*continued*)

What Members Should Do

Enthusiastically volunteer your time and efforts for the good of the program
Assist in recruiting new members
Enthusiastically support the players, coaches, and support personnel
Model the appropriate behavior at games as required by the UIL

What Members Should Not Do

It is inappropriate for booster club members to engage in negative conversations concerning players, coaches, or the program, while attending booster club meetings.
Booster club members should use caution in making recommendations about possible ways to spend booster club funds. Remember: No one knows and understands the needs of the program better than the head coach.

What Can the Booster Club Write Checks For?

anything relating to the daily operations of the club including, but not limited to: mail outs, postage, website fees, advertising in the local paper, bank fees, etc.
items purchased for resale (concessions, fundraising items)
Coaches Appreciation: The UIL allows for a \$500 limit per coach, cumulative for a calendar year and is not specific to any one particular gift.
all items necessary for the preparation of one pre-season meal (Meet the Eagles), per team, per sport, per school annually
all items necessary for the preparation of one post season meal or banquet per sport, per school year
meals/hospitality for referees
hospitality needs for tournaments
items relating to a fundraising activity (signs, equipment rentals, etc.)
production of media guides and, or programs
reimbursements to GISD