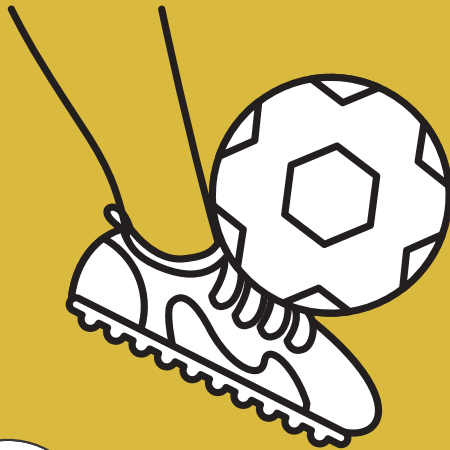
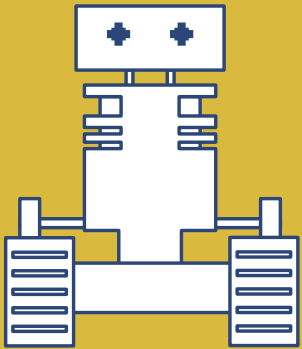
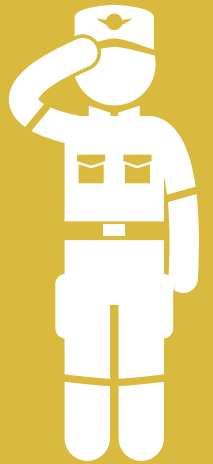
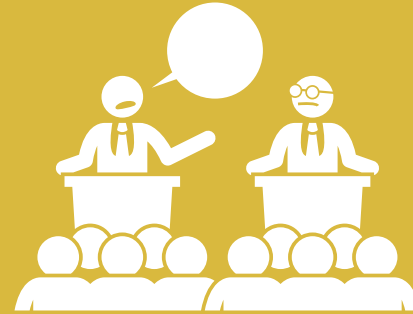




BOOSTER CLUBS @ WESTERN HIGH

2021-2022

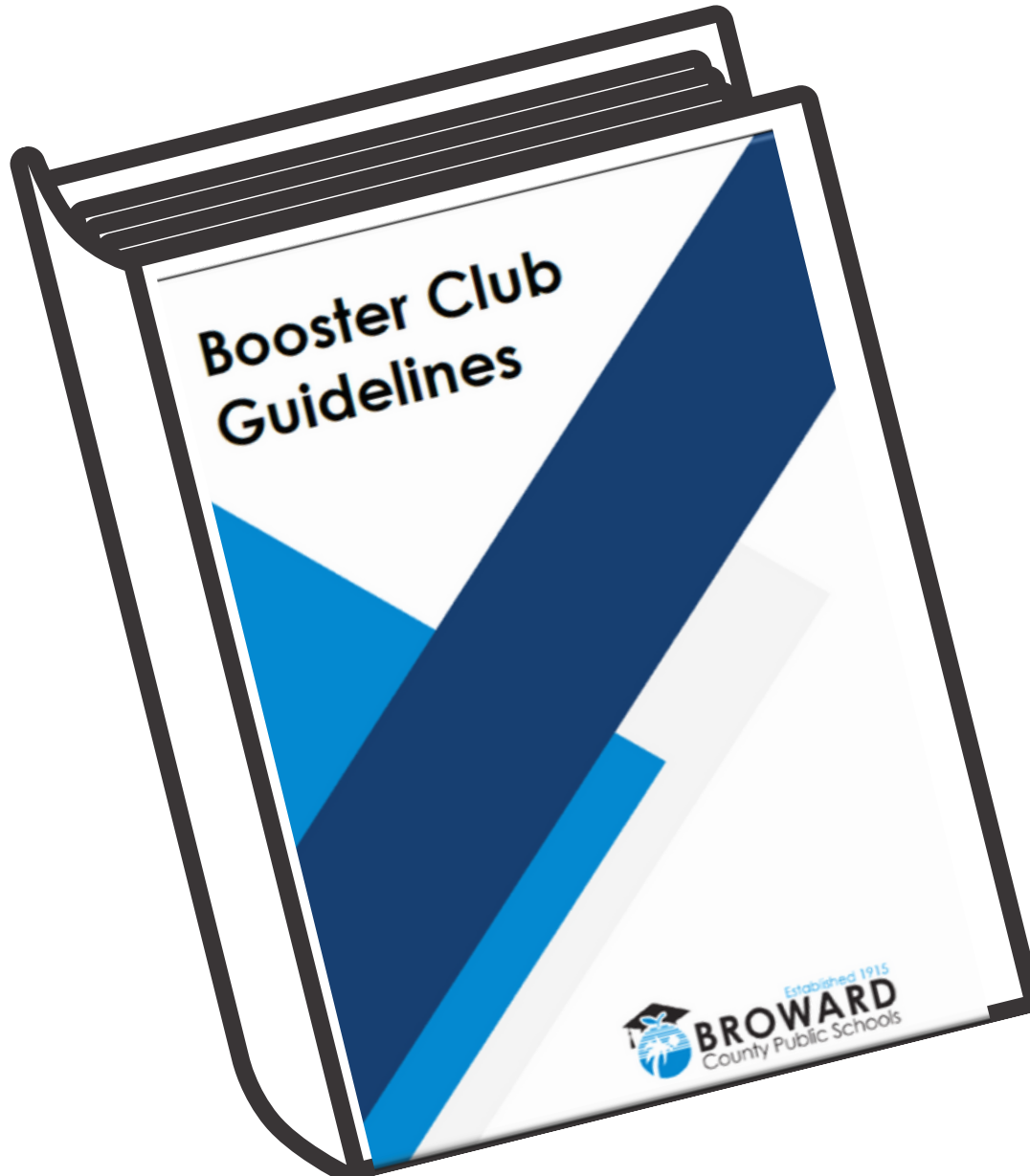


PURPOSE OF BOOSTER CLUBS

- To promote education, general welfare and morale of students, and
- To assist in financing the legitimate extracurricular activities of the student body in order to augment, but not conflict with, the educational programs provided by the SBBC



Updated by BCPS in 2019-2020





NAMING THE BOOSTER CLUB

School-allied organizations may not incorporate the school's name as part of their official name

(i.e., “Western High School Basketball Booster Club” should be “Wildcats Basketball Booster Club”)





BOOSTER CLUBS @ WESTERN HIGH

2021 - 2022 Checklist



**PLEASE SUBMIT BOOSTER CLUB
ACKNOWLEDGEMENTS BY 10/1/21**



**SUBMIT ACTIVITY AGREEMENTS FOR
ALL FUNDRAISERS AND ACTIVITIES**



SUBMIT FINANCIAL REPORTS 3X/YEAR

PERMITTED BOOSTER ACTIVITIES:

MERCHANDISE SALES

PROVIDE PRE-GAME MEALS

DONATE FUNDS TO PURCHASE EQUIPMENT

DONATE FUNDS TO PAY FOR TRAVEL EXPENSES

PAY FOR END-OF-YEAR AWARD BANQUETS

HOST THIRD PARTY FUNDRAISERS (GO FUND ME)

BOOSTER ACTIVITIES THAT ARE **NOT PERMITTED:**

GAMES OF CHANCE

MAKING CASH PAYMENTS

ORDERING MERCHANDISE IN WHS' NAME

SHIPPING MERCHANDISE TO WHS

PAY DIRECTLY FOR FIELD TRIPS, TRAVEL

COMPENSATE SCHOOL OR NON-SCHOOL PERSONNEL

PAY VENDORS OR CONSULTANTS DIRECTLY

ACCESS TO STUDENT INFORMATION

GIFTS OR DONATIONS



**WRITE A LETTER
STATING HOW THE
DONATION/FUNDS
SHOULD BE SPENT**



**MAIL OR DELIVER
CHECK AND LETTER
TO BOOKKEEPER, MS.
MUNSON**



**SCHOOL RECEIPT
WILL BE ISSUED IN A
TIMELY MANNER**



FUNDRAISING & BOOSTER EVENTS



LETTER OF AGREEMENT
Reflect Activity in Booster Club Minutes

APPROVALS NEEDED
Coach/Sponsor, AD, WHS Designee

ADVERTISEMENT/FLYER
Must State, "Sponsored by Booster Club"

**Fundraisers must go
through the school's
internal funds system
any time the funds are
handled by a School
Board employee.**



VOLUNTEER REQUIREMENTS



ALL BOOSTER CLUB MEMBERS WHO WILL COME INTO CONTACT WITH STUDENTS MUST COMPLETE THE SCHOOL VOLUNTEER APPLICATION ANNUALLY



OVERNIGHT TRIPS REQUIRE LEVEL 2 CLEARANCE WITH FINGERPRINTS



[BROWARDSCHOOLS.COM/VOLUNTEER](https://www.browardschools.com/volunteer)

LETTER OF AGREEMENT

WESTERN HIGH SCHOOL

2021 – 2022 BOOSTER CLUB LETTER OF AGREEMENT

We will notify the principal/designee of all fundraising activities by completing this form for each activity.

Today's Date: _____

Name of Organization: _____

Type of Activity: _____

Location of Activity: _____

Date(s) of Activity: _____

Time(s) of Activity: _____

Benefit to School: _____

If fundraising, intend purpose of funds collected: _____

We will conduct all business in such a way as to clearly distinguish Independent School Related Organization (Booster Club) activities from school/student activities. All public announcements, programs, tickets, etc., will clearly indicate that the function is sponsored by our organization.

We will not involve the school or any School Board employee in the purchase and sale of merchandise. As an Independent School Related Organization, we are informed that our organization must obtain our own Federal ID number and Florida Sales Tax Exemption Number as we cannot use the school's.

**Groups involved with selling concessions on school property must provide a letter specifically outlining how these particular revenues will be expended to directly benefit or support the students.

Organization Representative Name (please print) _____

Organization Representative Signature _____

Contact Number _____

School Liaison's Signature _____

Principal's Signature _____



NEXT STEPS

1

Complete Booster Club Acknowledgement and submit to liset.serraino@browardschools.com

2

Review Booster Club info posted on www.browardschools.com/western. See the "Athletics" dropdown menu for Booster Clubs.

3

Submit financial reports by:

#1: 10/1/2021

#2: 2/1/2022

#3: 5/10/2022



WE ARE HERE FOR YOU!

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LISSET SERRAINO, ACTIVITIES OFFICE SUPPORT

liset.serraino@browardschools.com



Thank you!

WE CAN'T WAIT TO WORK WITH YOU.



WE
APPRECIATE
YOU!