

## SCHOOL SUPPORT ORGANIZATIONS

The Eastmont School District supports and encourages the formation of one parent/staff support organization within each of its individual schools for the purpose of conducting activities. In an effort to clarify the roles of school officials and PTSA/PTSO volunteers, the District offers the following guidelines:

- A. Local booster clubs and PTSAs/PTSOs should be incorporated as nonprofit organizations. In order to receive nonprofit status, the group must file articles of incorporation and bylaws with the Secretary of State. A nonprofit organization must adhere to state laws [RCW 24.03].
- B. PTSA/PTSO organizations are present in the school at the invitation of the school principal and the District. In an effort to further develop and maintain a positive, responsible public image of our schools, it is necessary to provide both continuity and clarity of effort. Therefore all printed materials distributed through or on behalf of the schools which designate, promote, or imply the support of the district shall be duly approved and edited by the District Superintendent or his designated Building representative.
- C. All PTSA/PTSO volunteers who are going to be working at the school and around students must submit a completed Volunteer Disclosure Form and be accepted to volunteer in the school district. The volunteers serving in the schools must follow the principal's instructions and District policies. If a volunteer is not cooperating with school rules and the directions of the principal, that volunteer may be asked to leave the campus.
- D. The board of directors of the school district has established a fee schedule that governs the use of facilities by a school-support organization.
- E. All services and equipment donated/provided to the Eastmont School District shall have the approval of the District Superintendent, or their designated building representative and shall become the sole property and responsibility on an annual basis.
- F. The nonprofit organization must operate without cost to the district.
- G. PTSA/PTSO groups must abide by the Eastmont School District policies for fundraising. The Washington State Gambling Commission, the Department of Licensing and the Internal Revenue Service have licensing regulations covering fund raising activities by nonprofit corporations.
  1. A nonprofit corporation may conduct sales or benefit affairs which include athletic or sports events, bazaars, benefits, campaigns, circuses, contests, dances, drives, entertainments, exhibitions, expositions, parties, performances, picnics, sales, social gatherings, theaters, and variety shows.
  2. A nonprofit corporation may operate bingo activities, raffles, and amusement games under requirements regulated by the Washington State Gambling Commission RCW 9.46.

3. A charitable organization involved in sales and benefits grossing over \$5,000 must obtain IRS recognition.
4. When bingo, raffles, and amusement games are conducted, the State Gambling Act controls. These activities, under the State Gambling Act, may be conducted by nonprofit organizations without a gambling permit under certain conditions specified in law RCW 9.46.0311. However, a nonprofit organization must obtain IRS recognition as a tax exempt association regardless of gross income.