

BOARD AGENDA ITEM

August 13, 2024

SUBJECT:

Policy KBE Relations with Parent Organizations, First Reading

BACKGROUND INFORMATION:

Governor Henry McMaster signed into law on March 11, 2024 to the S.C. Code of Laws 59-17-170. This law is intend to “prohibit persons with certain criminal convictions from serving as public school booster club financial officers, to provide such booster clubs annually shall register with the school district board or charter school authorizer of its school, and to provide related powers and duties of school district boards and charter school authorizers.”

ADMINISTRATIVE CONSIDERATION:

Policy KBE Relations with Parent Organizations aligns policy with S.C. Code of Laws 59-17-170, by ensuring the booster clubs have measures in place to prohibit the financial officer who was convicted of, or who pled guilty or nolo contendere to, a felony, from serving in that capacity. Additionally, the booster club must annually register by August 1 of each school year. Finally, upon completion and approval of the booster club’s registration, the district may request a state criminal records check, including fingerprints, from the South Carolina Law Enforcement Division of the financial officer.

RECOMMENDATIONS:

Approve Policy KBE Relations with Parent Organizations, First Reading

ATTACHMENT:

Policy KBE Relations with Parent Organizations

PREPARED BY:

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RELATIONS WITH PARENT ORGANIZATIONS

Code **KBE** Issued **12/21/24**

Purpose: To establish the basic structure for board and district relations with parent organizations.

The board looks upon school support groups as an integral part of the district. These groups can help the district promote an effective educational program. The board encourages the participation of parent organizations, parent and teacher organizations, booster organizations and similar volunteer groups.

These groups will not have administrative authority in connection with the operation of the school. The board has final authority over all phases of school operations. Equipment donated to the school becomes the property of the district. Many parent organizations have their own by-laws and organizational structures, and must follow certain tax reporting and/or registration regulations required by the state or federal governmental entities.

The board encourages administration, staff and employees to be supportive and accommodating to the activities of these groups. ~~The board may request a statement of purpose and regulations governing a proposed group's involvement in support of the education program.~~ For those organizations that are involved in fundraising activities on behalf of district and student endeavors, the board supports the administration's right to request that reasonable financial safeguards be utilized by such groups and to request periodic review of financial records. The administration may provide guidelines for prudent financial management and is authorized to provide some training assistance to those officers in parent organizations who are authorized to handle funds and keep records.

Each booster club (defined as a parent-led organization, not directly controlled by a school or school district, that is formed with the primary purpose of raising funds for the school, school district programs, interscholastic athletics, or after-school activities) must annually register with the Board no later than August 1, through the Superintendent or his/her designee. The registration shall include the name of the booster club, its purpose, the name of each of the booster club's officers, including its designated financial officer, and other information as requested by the District administration. If a booster club fails to register by August 1 of each year, it will be prohibited from disbursing any funds for any purpose until the registration has been completed.

Upon the receipt of a booster club's registration, the District's Superintendent or his/her designee will request a state criminal records check, including fingerprints, from the South Carolina Law Enforcement Division of the financial officer. The Superintendent or his/her designee will immediately notify a booster club if the criminal records check reveals that its financial officer is prohibited from serving in that role for the booster club.

- "Financial officer" means a person or persons who maintain custody of a booster club's financial records and/or who has signatory authority on all of the booster club's transactions, accounts, contracts, checks, or other instruments or undertakings of any kind.
- A person who was convicted of, or pled guilty or nolo contendere to, a felony, a violation of Chapter 13 of Title 16, or a violation of Chapter 14 of Title 16 is prohibited from serving as a financial officer of a booster club.
- A financial officer who was convicted of, or who pled guilty or nolo contendere to, a crime identified above must immediately resign, and a new person must be assigned to that role within the booster club. A booster club is prohibited from disbursing funds for any purpose until a new person is designated as the financial officer.

A booster club may be required by the District Board of Trustees to submit an accounting compilation or review. The Board may not require an external audit from a booster club except for a finding of specific cause determined by a majority vote of the Board members.

These support groups need administrative approval for any events, programs or operations that involve the following.

- participation of children
- operation of a school service
- charges to children
- solicitation of children
- communications sent home with all children in a school

This policy governs all groups currently in existence in the district as well as those formed after the date of adoption of this policy and any revisions to the same.

Adopted 11/9/71; Revised 2/26/02, 8/14/12, 8/27/24; Reviewed 12/14/21