

2.001 RIVERSIDE LEADERSHIP ACADEMY PARENT/TEACHER ORGANIZATIONS AND BOOSTER COMMITTEES POLICY

Riverside Leadership Academy recognizes a parent/guardian/teacher committee is an effective way to actively involve parents/guardians in their student's school. The Board encourages the development and participation of parent/guardian committees that support the goals of the school. The primary parent/guardian/teacher committee of Riverside Leadership Academy will be the Riverside Leadership Academy Assembly.

Parent/guardian/teacher committees and their activities reflect upon the school. As such, all parent/guardian committees must be approved for operation within the organizational structure of the school and authorized to operate on campus, must use the name of the school, communicate with students and parents/guardians through use of the school's internet resources, and do business on school property. As such, Parent/guardian/teacher committees must communicate with the Executive Director or Board of Directors in accordance with the criteria set forth in this policy. Parent/guardian committees which are not so approved and so authorized are not entitled to official access to the school's students or parents/guardians, are not entitled to free use of school facilities, and "school-related" committees and shall not use the name of the school in the name of the committee.

The school's administration shall inform approved, authorized parent/guardian committees of specific goals and shall help these committees identify opportunities to assist the school in achieving these goals:

1. Parent/guardian/teacher committees or booster clubs that are involved with school activities, teachers, or students can establish additional guidelines and procedures by which it will operate, so long as they do not supersede this policy. This can include the appointment of non-board member officers for the committee.
2. Parent/guardian/teacher committees, such as the Riverside Leadership Academy Parent/Guardian/Teacher Assembly, and booster clubs shall secure the advice and approval of the Executive Director in planning any function in which students and/or teachers will participate while under the jurisdiction of Riverside Leadership Academy.
3. A parent/guardian/teacher committee or booster club shall secure advance approval of the Executive Director before planning a fundraising activity intended to benefit a school program.
4. School Administration should assist parent/guardian/teacher committees and/or booster clubs in planning activities, not limited to fundraising, that serve school needs and involve significant numbers of interested parents/guardians/teachers in meaningful service to the school and their students.
5. Parent/guardian/teacher committees and booster clubs are responsible for maintaining adequate financial records and ensuring that such records will be accessible to parents/guardians and school officials on request. Official records of accounts and finances related to the committee will be held by Charter Success Partners and/or Riverside Leadership Academy.

Board Adopted: November 08, 2023

Revised and Board Approved: November 08, 2023

6. All monies raised, earned, or utilized by the parent/guardian/teacher committee or booster club will be deposited within 48 hours of any fundraising event, held in an account owned by Riverside Leadership Academy, and listed as a separate line item in the Charter School's budget. The parent/guardian/teacher committee's funds may be deposited by the President/Treasurer of the parent/guardian/teacher committee, however funds may only be withdrawn, or checks written, by Charter Success Partners or Riverside Leadership Academy.
7. Any property that a parent/guardian/teacher committee or booster club donates for a school or a school activity shall be the property of Riverside Leadership Academy, and the committee should receive prior acceptance by the Executive Director before purchasing such items.