

## PARENT ORGANIZATIONS

The Jackson Public School District recognizes a parent organization as a formal organization that consists of parents, teachers, and school staff. The organization's goals may vary from organization to organization, but essentially the goals include volunteerism of parents, encouragement of teachers and scholars, community involvement, and welfare of scholars and families.

The Jackson Public Schools Board of Trustees recognizes parent organizations, including, but not limited to Parents Teachers Association (PTA), Parent Teacher Organization (PTO), and Boosters' Clubs, as an effective means of actively involving parents in the schools. The Board encourages the development and participation of such parent organizations that support the goals of the Board and the schools. It shall be the duty of the Superintendent and respective principals to represent the best interests of the Board, school system, and schools in the functioning of such organizations and to help identify opportunities for these organizations to assist the school in achieving its goals.

### **Conditions for establishing Parent Organizations:**

Parent organizations are not considered a part of the school system; however, because these organizations and their activities reflect upon the school system, all parent organizations must comply with the following conditions in order to operate in partnership with the schools.

- A. Each parent organization or booster club that is involved with school activities or school scholars should develop and establish a constitution and bylaws setting forth the purposes of the organization and the general rules and procedures by which it shall operate. A copy of the bylaws and any subsequent modifications shall be provided to the principal.
- B. Parent organizations are responsible for electing their own officers and maintaining their membership, however, any members who are going to interact with scholars while under the jurisdiction of the school system must be approved volunteers, by the principal of the school.
- C. Such organizations as PTO, PTA, and booster clubs shall secure the advice and approval of the principal of any school before planning any function in which scholars are to participate or any function which is likely to reflect upon the district. Supplementing of income for a school employee by any parent organization is prohibited.

- D. Parent organizations are expected to consider the diversity and economic differences of scholars in planning school-related functions.
- E. A parent organization shall secure the prior advice and approval of the principal before planning any fundraising activity intended to benefit a school program; and, at that time, the principal shall be expected to suggest the needs of the school, including those not requiring fundraising, that are conducive to the active involvement of interested parents in meaningful service to the school and its scholars.
- F. Each parent organization shall establish its own system (including adequate internal controls) for handling and dispensing its funds; however, all sections of Board Policy must be followed when expenditures are for school activities use or when funds are to be raised through the use of school scholars, buildings or grounds.
- G. Any item purchased by such organizations for school or school activity use shall be the property of the Jackson Public School District, and the principal shall be required to give prior approval of any such item to be purchased. The item purchased shall be kept and maintained for use for school programs.
- H. Parent organizations are responsible for maintaining their own financial records. All parent organizations must be current 501(c)(3) non-profit organizations and be in good standing with the Internal Revenue Service (IRS). The Board of Education reserves the right to review all IRS reporting documents and audit the financial records of the parent organization. Financial records are subject to review by the principal or superintendent staff, upon request.
- I. It is vital that no organization buy or contract in the name of the Board of Education except with the express consent of the superintendent. In addition, it is equally important that no organization or person buy or contract in the name of any school without the express consent of the principal.
- J. The superintendent shall grant or deny parent organizations approval to operate at each school. Parent organizations that do not comply with Board policies may have the approval to operate within the school revoked.

Any organization of parents or legal guardians of scholars can contribute significantly to the effective service of a school. Parent-teacher-scholar associations whose purpose is to support the school are encouraged. When the purpose, procedure, and proposed activities of a parent organization have been submitted to and approved by the superintendent or designee, use of school facilities may be permitted without expense to the organization.

SOURCE: Jackson Public School District, Jackson, Mississippi

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