

COMMUNITY BASED SUPPORT GROUPS

A community based support group is defined as an organization formed to aid Laramie County School District #2 and/or the schools of the district provide opportunities for our students to participate in activities which the school or district do not offer. Any such group desiring to use the District's/School's name, logo, equipment, or facilities must have the approval of the Board of Trustees prior to their formation, and abide by all stipulations required by the Board.

Community based support groups can include, but are not limited to, such entities as spirit clubs, booster clubs, music parents, band parents, rodeo clubs, PTAs, etc. CBS Groups must have an organizational structure, which includes the purpose, goals proposed membership and a spokesperson/chair/president who is the contract person with the School or District personnel.

The Community Based Support Group will submit a written application to the Building Administrator and Superintendent. The application must include guidelines and by-laws, and financial information, and student sponsors. If approved by the Building Administrator and Superintendent, it will be presented for Board approval at a regularly scheduled Board meeting.

Other Rules for Community Based Support Groups

1. Membership must be open to any adult or student (non-discrimination statement).
2. If any proposed activity involves participation by students, all regulations concerning student conduct, eligibility, and health and safety standards, must be adhered to.
3. Funds raised to finance a proposed activity for students must be accounted for. Some groups may elect to keep their own account. A receipt and disbursement statement must annually be given to the district business office, showing the funds raised using the District's/School's name have been used for the District/School. Other groups may want the District/School to act as fiscal agent. School secretaries may establish an account for the group. The secretary will issue receipts, and disbursements may be made as desired by the organization. Such disbursements require submission of a voucher, with supporting documentation, and approved by the person/persons designated by the Group. Financial reports will be available monthly. (also see DFF)
4. All State and Federal laws, rules and regulations of the Wyoming High School Activities Association, State accreditation requirements and school District Policies will be adhered to.
5. The District/School may, at its discretion, aid an activity financially.

6. The District/School must approve the student sponsors, and in some cases, accreditation rules require the use of certified personnel who have the proper endorsement.
7. Transportation equipment may be made available. If such equipment is requested, the driver must be an employee of the District, certified and approved by the District/School. The cost of using transportation equipment is an obligation of the Group. Current cost as established by the Wyoming Department of Education is drivers salary, fuel and the current rate per mile.