

RELATIONS WITH PARENT – TEACHER ASSOCIATIONS

The Board recognizes that Parent-Teacher Associations are a source of interest in the public schools. The district looks to the parent associations as a means of promoting a finer educational program by achieving better understanding among the pupils, the parents, the teachers and administrators. The district will encourage the maintenance of an enthusiastic and industrious parent association.

The Board recognizes the parent association as an association of cooperation among parents, teachers, and administrators in the promotion of a sound program of education.

Parent-Teacher Associations must be officially recognized by the district in order for the association to raise funds, donate equipment and provide other support to the district's programs and students. The district liaison to the association shall be the building principal or his or her designee. The School Board shall make a determination on whether an association is officially sanctioned by the district using the following criteria:

1. The association's official bylaws and procedures are filed with the building principal and Superintendent prior to initiating support or assistance or upon revision.
2. Upon formation and determination and annually thereafter, each association must provide the building principal or his or her designee and the superintendent with the names, telephone numbers and addresses of each officer of the Association and position held.
3. The Parent-Teacher Association is subject to follow all district policies. Failure to comply with district policies may result in suspension or revocation of sanctioned status.

Once the Parent-Teacher Association has been sanctioned, the association may use the district's or school's name, mascot and other symbols in a reasonable manner.

Financial Accounting for Parent-Teacher Associations:

Parent-Teacher Associations must have their own checking account and the bylaws of the group must require two signatures for any disbursement from that account. Parent-Teacher Associations funds and accounts are not school district accounts and will not be included in the school district's budgeting and accounting for annual school district audit purposes. Funds collected by the association are not to be deposited into the school district's student activity accounts.

In order for the Parent-Teacher Association to remain sanctioned by the district, the Parent-Teacher Association shall conduct an annual accounting of its receipts and disbursements and submit a financial report, to the superintendent of schools or designee by October 1 of each calendar year. Additionally the PTA shall submit its required annual filing with the Secretary of State's Office upon completion to the superintendent or designee. Officers of the Parent-Teacher Association shall be responsible for safeguarding any funds raised by the association and to ensure that funds are spent only for purposes related to the goals and objectives of the association and the published or advertised reasons for the particular fund-raising activity.

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(continued)**

Fundraising:

All fundraising shall be approved by the building principal or his or her designee to ensure the scheduling of fundraising does not conflict with the school district's programs or activities and that the fundraising process and efforts is consistent with the goals and mission of the school or school district.

Legal Reference:

NH Code of Administrative Rules, Section Ed. 306.04(k), Policy Development, School-Community Partnerships

Proposed: 12/12/02

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