



Watkins Mill High School Booster Club, Inc.
10301 Apple Ridge Road • Gaithersburg, MD 20879

CHARTER

(on file w principal and athletic director)

Purpose

The Watkins Mill High School Booster Club, “Boosters,” raises funds to support WMHS extracurricular activities “clubs” and athletic teams. These funds are then distributed to all clubs and teams at the discretion of Boosters and the WMHS Athletic Director.

Incorporation

Boosters is a not-for-profit corporation chartered in accordance with its Articles of Incorporation.

Organization

Members of the Booster Club pay annual dues and attend at least semi-annual meetings. Directors of the club conduct the club’s business and chair its fund-raising activities. Boosters Officers confer authority on Directors and are ultimately responsible for actions of the Directors. No Member, Director or Officer receives pay of any kind for their activities as a Booster.

Responsibilities

Members

Any individual interested in the purposes of the Booster Club and willing to support the policies and subscribe to the By-Laws of the Booster Club may become a voting member upon payment of annual dues. Members shall:

1. Join and pay dues
2. Attend semi-annual meetings
3. Vote for a chairman of the semi-annual meeting if the President and Vice President are not at the meeting
4. Vote on a budget
5. Elect Boosters Officers

Officers

Offices of President, Vice President, Director of Committees, Treasurer, and Secretary are outlined in the Booster Club Bylaws.

Committee Chairs

Committee Chairs are responsible for one or more Booster Club fund raising event(s) or programs; e.g. Mulch Sale, Flea Market, Gift Cards, Merchandise Sales, Concessions, special sports events, etc.

Directors

All Officers and Committee Chairs are Directors. Directors shall:

1. Be appointed by the President
2. Keep an accurate and current account of the number of directors
3. Attend meetings in person or by electronic means such as telephone or video teleconference.
4. Vote on motions governing Officer Election, Board actions or Policies
5. Be either Officers or Committee Chairs
6. Be removed if necessary by the Members

Nominating Committee

This committee, working for the Members, finds candidates for Booster Club Officers for the following year. Specifically, this committee:

1. Comprises three members, not Officers
2. Is annually elected by Directors
3. Solicits from members candidates for Officers
4. Selects nominees from the candidates
5. Presents a slate of nominees to the members for voting at the Spring Annual meeting.

Funds Allocation/Distribution

WMHS Boosters raises funds for allowed uses after acceptance by the Directors in accordance with Federal Laws (e.g. Title IX), State Laws, Montgomery County Public School policies, WMHS policies and policies adopted by the Booster Club BOD.

Funds Distribution Process for Clubs

The following process applies to extracurricular Clubs of WMHS:

1. WMHS Boosters generates and distributes Financial Support Application (FSA) forms and Boosters Support Guidelines and Policies to Club Sponsors.
2. Boosters annually accepts completed FSA forms from extracurricular clubs. Applications must strictly follow the form.
3. The Booster Club Directors review the applications for compliance with Guidelines and Policies.
4. Non-compliant and incomplete applications are returned for re-submission
5. Compliant applications are considered according to certain criteria:
 - a) Existence of a Club Charter
 - b) Recognition by WHMS and sponsorship by a WHMS teacher
 - c) Number of participants
 - d) Number of years in existence
 - e) Financial need
 - f) Funding currently held
 - g) Compliance with applicable Federal, State, County and School Laws and Policies
6. In addition Clubs themselves will be assessed for Boosters support based on certain qualities/characteristics. In particular:
 - a) Degree of self-promotion (e.g. on their own web site)
 - b) Degree to which they benefit the school community
 - c) Number of activities featuring parent participation
 - d) Potential to produce their own revenue in planned fund-raising activities
 - e) Amount of participation over the past year in Boosters fund-raisers
 - f) Demonstrated creativity
7. Boosters may assess and support separately each item for which funds are applied
8. Boosters Directors assign funds to clubs, and activities at their own discretion. Support will be provided for activities that:
 - a) promote the club
 - b) motivate the members
 - c) support the club's stated charter

Title IX:

The Booster Club aims to distribute benefits to WMHS clubs in a way that equalizes the amount allocated to male participants and the amount allocated to female participants, in accordance with the provisions of Title IX of the Educational Amendments of 1972. This policy is thereby aimed at the affected programs as a whole, not sport-by-sport or club-by-club.

WMHS Booster Club does not guarantee compliance with Title IX for sports or clubs, and defers this responsibility to the WMHS Athletic Director and Principal.

Funds Distribution for Teams

Boosters does not distribute funds to WMHS athletic teams. Boosters delivers a lump sum of funds to the Athletic Department for distribution by the Athletic Director.

Boosters Meetings

Boosters conducts two regular meetings per year for Members and regular monthly meetings for members of the Board of Directors.

Member Meetings

Each Fall, likely at Back-to-School Night, Boosters signs up members for the year and the Boosters President announces the Fall semi-annual meeting of Boosters Members, likely to be held in conjunction with the first monthly scheduled Boosters meeting to follow.

At this Fall Members meeting, the Boosters President will present the Boosters annual budget for Approval by Members.

Each Spring, in conjunction with a WMHS Spring event such as Spring Sports Night, or in conjunction with a regularly scheduled monthly meeting, the Boosters Nominating Committee will conduct an election by Members of officers for the following Boosters season.

Board of Directors Meetings

The Boosters Board of Directors meetings, open to all members, are conducted monthly.

Normal business conducted at Regular meetings may include for example: general announcements, approval of the minutes of the previous meeting, action item review, reports of committee chairs, financial reports, conclusion of old business and initiation of new business. Notwithstanding this list, any business may be transacted at any regular meeting of the Board.