

Sumner-Bonney Lake School District

Guidelines for Booster Groups

1. All booster donations shall be evaluated for gender equity compliance by the school administration, prior to accepting.
2. All Sumner-Bonney Lake School District facilities used for booster events and activities must be requested through the Facility Scheduling Office, and processed in accordance to Facility Use Policies and Procedures.
3. Regular season contests and tournaments are ASB events. Individual school programs may conduct ASB fundraising activities for their individual sport at these events, as long as the necessary ASB approvals are obtained in advance.
4. Any time a school team plays in a contest during the regular season, all WIAA and ASB rules apply. All concessions at regular season contests and tournaments will be sponsored by ASB, or the Sumner-Bonney Lake School District.
5. We strongly recommend that all youth camps and clinics are administered by the City of Bonney Lake Recreation Department.
6. All youth "Feeder" developmental programs must be run through the Recreation Department or their own 501 (c) (3) organization. Booster clubs cannot reserve facility space for feeder programs. All facility use for feeder programs must be requested and processed through Sumner-Bonney Lake SD Facility Use Policies and Procedures.
7. Limitations on Gifts for Coaches or Other District Employees
(RCW 42.52.150). (1) No state officer or state employee may accept gifts, other than those specified in subsections (2) and (5) of this section, with an aggregate value in excess of fifty dollars from a single source in a calendar year or a single gift from multiple sources with a value in excess of fifty dollars. For purposes of this section, "single source" means any person, as defined in RCW 42.52.010, whether acting directly or through any agent or other intermediary, and "single gift" includes any event, item, or group of items used in conjunction with each other or any trip including transportation, lodging, and attendant costs, not excluded from the definition of gift under RCW 42.52.010. The value of gifts given to an officer's or employee's family member or guest shall be attributed to the official or employee for the purpose of determining whether the limit has been exceeded, unless an independent business, family, or social relationship exists between the donor and the family member or guest.
8. Coaching gear may be donated to the program, not to an individual. Gear will be inventoried, checked out seasonally, checked back in at the end of the season, and maintained in the school inventory.
9. Boosters may assist with player awards at the end of the season as defined by WIAA rules. (WIAA rule 18.23.4),
"...letters, insignias, certificates, medals, and/or trophies as are customarily emblematic of athletic competition and whose intrinsic values are insignificant."
10. Students may not be present at Booster sponsored events where alcohol is being served.
11. Boosters may choose from one of several options for adding more paid adult support to a program:
 - a. Pay for an "Extra" coach in accordance of the Extra-Curricular Collective Bargaining Agreement (Article 27).
 - 27.1 Extra coaches may be hired if funding is provided from donations or fundraising efforts from the team/parent group for that particular sport and deposited with the District two (2) weeks prior to the first day of turnout for the season.
 - 27.2 Extra coaches will be paid at fifty percent (50%) of the head coach stipend for the sport, Step 1. Extra coaches are not automatically eligible for extended season pay.

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Sport	26-27 Coach Only/Sub/Casual Worker Donation Amount (includes 15% taxes/benefits)	26-27 Employee Donation Amount (includes 25% taxes/benefits)	Sport	26-27 Coach Only/Sub/Casual Worker Donation Amount (includes 15% taxes/benefits)	26-27 Employee Donation Amount (includes 25% taxes/benefits)	Sport	26-27 Coach Only/Sub/Casual Worker Donation Amount (includes 15% taxes/benefits)	26-27 Employee Donation Amount (includes 25% taxes/benefits)
Baseball or Fastpitch	\$ 3,430.45	\$ 3,728.75	Gymnastics	\$ 3,430.45	\$ 3,728.75	Wrestling	\$ 3,870.33	\$ 4,206.88
Basketball	\$ 3,870.33	\$ 4,206.88	Soccer	\$ 3,430.45	\$ 3,728.75	Dance Advisor	\$ 2,419.60 per stipend	\$ 2,630.00 per stipend
Cross Country	\$ 2,765.18	\$ 3,005.63	Swimming	\$ 3,430.45	\$ 3,728.75	Dance, Choreographer	\$ 761.88 per stipend	\$ 828.13 per stipend
Football	\$ 4,300.43	\$ 4,674.38	Tennis	\$ 2,765.18	\$ 3,005.63	Cheer	\$ 2,419.60 per stipend	\$ 2,630.00 per stipend
Golf	\$ 2,765.18	\$ 3,005.63	Track	\$ 3,430.45	\$ 3,728.75	Drama	\$ 2,018.83	\$ 2,194.38
Lacrosse	\$ 3,430.45	\$ 3,728.75	Volleyball	\$ 3,430.45	\$ 3,728.75	Musical	\$ 2,345.43	\$ 2,549.38
Flag Football – Girls	\$2,765.18	\$3,005.63	Bowling	\$2,765.18	\$3,005.63			

27.3 Extra Coaching assignments will not be renewed beyond the end of each season.

Donations to pay for an extra coach are made by submitting payment to Sumner-Bonney Lake School District along with a letter from the Booster Club stating the purpose of the donation to the Business Services department. The school district is responsible for hiring qualified staff, training staff and evaluating staff.

In addition - Booster Paid Coaches are not officially hired (or eligible for pay) until the money is deposited with the District, Human Resources is given their name, entered them into the FinalForms system, the extra coach has registered in FinalForms, completed all of the requirements and received final clearance from HR. Contracts will be prorated for all late hires and for all staff that do not complete their hiring requirements for clearance to coach by the fifth day of the season start date. Coaches cannot receive back pay to their volunteer coach start date.

- b. For temporary consultants with a business license (like choreographers, accompanists, speed coaches, etc.), booster groups must negotiate the fees, as these additional services are not District funded. If services are obtained, it would be through a contractual agreement with the boosters. Interaction with our students would require 100% supervision by our paid staff or approved volunteers. The SBLSD does not recommend boosters enter any employee/employer relationship.
- c. Booster groups could organize a tournament, camp, clinic, etc. and hire an outside organization to run the event. The Booster group would be required to book the camp or clinic through the Facility Scheduling Department, and follow the Sumner-Bonney Lake School District policies, procedures and requirements, including the requirements of submitting a facility scheduling request form and registering a certificate of liability insurance. The Boosters group would be responsible for supervision, administration and management of the events.
- d. Booster clubs could hire the Recreation Department to manage an event for students. The Recreation Department would be responsible for all of the supervision, administration and management of the events. The Recreation Department provides their services for a fee, or percent of the revenue.
- e. Outside organizations may book their own camps or clinics through the Facility Scheduling Department, and follow the Sumner-Bonney Lake School District policies, procedures and requirements, including the requirements of submitting a facility scheduling request form and registering a certificate of liability insurance.