



# Thousand Oaks Track & Field Program Information Packet

**MANDATORY PARENT/ATHLETE MEETINGS – 6:30 pm - attend one meeting only**

**\*\*Monday November 4, 2019 – Freshmen and New Athletes**

**\*\*Tuesday November 12, 2019 – Returning Athletes**

Dear Track & Field Athletes and Families,

October 20, 2019

The TOHS Track & Field Boosters works diligently each year to make sure that athletes and families get all of the required information they need to be a part of this great program. So as this goes, we are required by the District to provide all of the attached documents and information that are required for athlete participation for Track & Field.

Just a quick review of the documents and sites. Please note that **ALL** documents are required to be signed and returned by or at the Parent Meetings to show acknowledgement of receipt of the information or to provide the needed info to us. Please read through each form. All forms will also be available at the meetings or you can *print them out and have them ready*. Please print CLEARLY.

The **Donation Commitment Form** is a direct monetary donation request allowing families to support the program and updating us how, or if you want to participate in the program. It explains the needs of the programs and options on how to donate. This donation is critical to our program. – District Document

The **Fundraising Commitment Form** is a statement of information required to be presented and what the programs needs are. Your signature acknowledges receipt of the information. District Document

The **Uniform Purchase Agreement (Form B)** – This is the acknowledgment page for ordering information for athlete uniforms and must be provided for your athlete to be able to get a uniform ordered in time for the first meet. The actual order form will **only be available at the meeting** when payment is made.

**OR**

The **Uniform Loan Agreement (Form A)** – This form is to request a loaner uniform for use during the season and details as to how this process is required. District Document

**Donation Request for Transportation Fees** for each athlete. The high costs of getting our athletes to the meets is substantial. We provide this transportation to over 200 athletes for each meet. This can only be done on-line. This donation is adjusted if you have an athlete participating in multiple sports.

Please go to <https://thousandoaks.revtrak.net/-web-store-home/Athletics/#/v/TRANSPORTATION-156> to submit your donation. Go to the link ->Sports Transportation-> Log In or create a new account ->Choose or add a new athlete, ->add 'Track' under sport, ->Go to Cart, -> Checkout and pay as needed.

**Physicals** - we would like to remind everyone that athlete physicals need to be completed by December 14, 2018. This is also submitted online and if you have already completed the process from last year, you just need to update the info with a scan of the newly completed physical form from the doctor. **Physical Form** – take with you to doctor's office for signatures - <http://s3.amazonaws.com/vnn-aws-sites/11011/files/2017/09/edf78ee23f47635c-CVUSD-Physical-Form.pdf>

**Athletic Clearance Site** – go here to follow directions to upload the signed form and read the info regarding all things athletics: <https://tohsathletics.org/athletic-clearanceforms/>

We understand the inconvenience of all the paperwork but please understand the increasing amount of district requirements we have each year to run this program. We try to make the process move as quickly as possible at the meetings and will accept checks, credit cards and cash if in correct amounts.

Please reach out if you have any questions.

Thank you,

TOHS Track & Field Boosters Board

Bonnie Marshall – President

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# Track and Field

## Donation Commitment Form

***2019-2020***

Since its inception, the Conejo Valley Unified School District and *Thousand Oaks High School* have strived to offer the most comprehensive array of enrichment programs, athletics and extracurricular activities, particularly those deemed the most valuable by our community. The TOHS Track and Field Team is pleased to offer a comprehensive and enriching educational experience to every participating student. State law requires us to provide a public education free of charge. Subject to certain exceptions, the right to a free public education means we cannot require students or their families to purchase materials, supplies, equipment or uniforms for any school activity, to pay security deposits for access, participation, materials, or equipment, or to make donations to a class, activity or program.

However, as has been explained in other documents provided to you, the TOHS Track and Field Team incurs expenses that are not covered by CVUSD. To pay for these important components of our program, we rely heavily on donations from parents and others, as well as various fundraising events. These donations directly benefit our students and make possible all of our planned activities and experiences — without this financial and logistical support from participating families we simply cannot maintain the quality program we want to continue to provide for our students. If we are unable to meet our fundraising goals, through both donations and fundraising events, it will be necessary to forego some of those activities and experiences.

**Based on our planned activities and the projected costs of those activities, we are asking for a donation from each family of \$300 per athlete.** This requested donation is calculated by dividing our total anticipated expenses for the year by the number of families we anticipate contributing. *[This amount does not include the requested contribution for transportation.]* Needless to say, we happily accept donations in excess of the requested amount!

Below we ask that you pledge your generous contribution to the TOHS Track and Field Boosters and, if possible, that you submit your donation in full along with this form. You may, if you prefer, submit some or all of your donation at a later time, but **in order for us to realistically budget and plan all activities and experiences all pledged funds must be collected on or before February 15, 2020. If donations are not made in full by December 15 (when final uniform orders are due) we suggest the following schedule for donations: December 15<sup>th</sup> - \$100, Jan 15<sup>th</sup>- \$100, and Feb 15<sup>th</sup>- \$100.**

Please indicate below the amount you are willing to pledge to support this program, so we may determine if it will be possible to offer all planned activities and experiences.

Thank you!

**Please check all that apply:**

\_\_\_\_\_ My son/daughter would like to participate in Track and Field for the 2019-2020 school year.

\_\_\_\_\_ I/We are willing to pledge \$\_\_\_\_\_ to support the Track and Field Boosters.

\_\_\_\_\_ All of the pledged amount above will be paid at this time.

\_\_\_\_\_ \$\_\_\_\_\_ will be paid at this time, and the remaining pledged amount will be paid by the collection deadline date referenced above.

\_\_\_\_\_ I/We are not contributing toward a pledge at this time, but the entire pledged amount will be paid by the collection deadline date referenced above.

\_\_\_\_\_ I choose not to pledge a donation to the Track and Field Boosters at this time.

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Parent/Guardian Printed Name

Parent/Guardian Signature

\_\_\_\_\_ Athlete Name

Date \_\_\_\_\_



# Track and Field

## Fundraising Commitment Form

**2019-2020**

The Track and Field Team is pleased to offer a comprehensive and enriching educational experience to every participating student. To provide this experience we rely heavily on not only monetary donations from parents and others, but assistance at various fundraising events as well.

State law requires us to provide a public education free of charge, and the California Department of Education has concluded that this law prohibits schools from requiring parents of students to work at fundraising events and activities as a condition of allowing their child to participate in an educational activity. Assisting at fundraising events is therefore voluntary. However, the support of all parents at these events is critical to their success and the overall success of the Track and Field Team.

Based on our planned fundraising activities, we are asking each family to commit to volunteering. We will, for instance, be running a snack shack at all home meets, holding restaurant nights at local eateries and doing a Snap Raise Drive. We ask each family to participate in fundraisers to the degree that they're able.

Please sign this form to acknowledge receipt of this information.

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Athlete Name

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Parent/Guardian Name Printed

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Parent/Guardian Signature

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Date



# Track and Field

## UNIFORM PURCHASE AGREEMENT – (FORM B)

### Uniform Voluntary Purchase as Personal Property

Dear Parent/Guardian,

Please check your choice of the following options:

My child **does not** intend to keep his/her track and field uniform at the end of the season.  
(If selecting this option, please complete "Uniform Loan Agreement" **(use form A and not this form)**)

My child **does** intend to keep his/her track and field uniform.  
(If selecting this option, please continue below)

By signing below, I voluntarily agree to pay for the uniform and items listed below in full. By paying in full for these items, they will become personal property of and will belong to my child. As the personal property of my son/daughter, in the event that the uniform or items listed below are damaged, lost or stolen, I agree that I may be required to pay for repairs and replacement of the uniform and listed items for purposes of my son/daughter's continued participation in the track and field program. I agree that the uniform will be worn as made by the uniform company during the tenure of my son's/daughter's participation in the Program.

While it is your personal property, your son's/daughter's uniform must match and be the same as the rest of the team during the tenure of his/her participation in the Program.

<input type="checkbox"/> Yes, I agree to pay the full amount for the Uniform, which includes the following pieces: singlet/shimmel/tech tee and shorts Cost: \$100.00                      Payment to be received by December 14, 2019
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Yes, I agree to pay full amount for the following <b>specific</b> Uniform pieces: <input type="checkbox"/> singlet/shimmel/tech tee \$50.00 <input type="checkbox"/> shorts \$50.00                      Payment to be received by December 14, 2019
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Participant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address/City/Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ (Please print)

PARENT/GUARDIAN SIGNATURE: \_\_\_\_\_



# Track and Field

## UNIFORM LOAN AGREEMENT – (FORM A)

Participant Name:

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Address/City/Zip:

Home Phone:

Cell Phone:

Uniform items RECEIVED by PARTICIPANT (check all that apply):

\_\_\_\_ singlet/shimmel/tech tee

\_\_\_\_ shorts

Based on the items received, the replacement cost for such items is: \$50.00 per piece.

By signing below, I agree to the loan of this property to the student listed as a participant above. I agree to see that the property loaned to the student is properly cared for and maintained. I further agree that the uniform is received in good condition except as noted at the bottom of this form. Pursuant to Education Code 48904, in the event that the uniform is damaged beyond normal wear and tear, lost or stolen, or is not returned for any reason, I agree that I am financially responsible and will be required to pay the TOHS Track and Field Boosters for the full cost of the repairs or replacement. The assessed value and/or damage shall be determined by the TOHS Track and Field Boosters and by the maker of the uniform. I further agree to return this uniform at any time upon request of the school.

Parent/Guardian Name: \_\_\_\_\_(Please print)

PARENT/GUARDIAN SIGNATURE: \_\_\_\_\_

Notes on condition of uniform elements: