

Ithaca Booster Club

Financial Guidelines

Updated May 2019

Bylaws: The Ithaca Sports Booster Club was created to foster interest in the continued development and support of the Athletics Program at Ithaca High School, to promote and assist such program financially and to promote greater interest in the program with the Ithaca Community.

This document is a guideline to assist in understanding the expenses included in the Ithaca City School District (ICSD) athletic budget and expenses reimbursed by the Booster Club. Generally, the Ithaca City School District will fund coaching salaries, uniforms, tournaments and invitational fees during the regular season.

Booster Club Expenses Guidelines

The guidelines presented are for consideration and not considered a “policy.” The Booster Club can approve expenses on a one-time allocation outside of these guidelines with a majority vote. These guidelines should not be a guarantee of payment. It is highly recommended expenses be submitted in advance of expense being incurred. The Athletic Director will submit expenses to the Booster Club for reimbursement.

Generally, the Booster Club will pay for equipment, uniforms, supplies, tournament fees and a portion of post-season expenses, as reasonable within the constraints of the Boosters’ budget and with some consideration given to equity among ICSD sports teams. Additionally, consideration is given to the following:

Scholarships – provided to athletes to assist with the purchase of equipment or necessities related to participation in a sport. In addition, consideration may be given to assist with team-sponsored travel meal costs when this cost is burdensome for the athlete. Only under special circumstances, allocations may be considered for the purchase of team apparel for an individual athlete.

Coaching expenses:

Volunteer coaches –

First time coaching expenses of: finger printing \$99; S.A.V.E certification \$25; DASA (Dignity for all students Act) \$70; temporary license fee \$50. Total= \$244

Coaching Certification Expense: In addition to the first time coaching requirements, within five years of receiving coaching certificate, an additional three different courses are required. Costs range from \$100 to \$650. Booster Club will consider these reimbursements on a case by case only after a volunteer coach has been with a team after two consecutive years.

Compensated coaches by ICSD – Certification requirements are all the same as volunteer coaches.

Booster Club does not support reimbursement for any basic first time coaching expenses or certification expenses for coaches compensated by ICSD.

Professional Development - The Booster Club recommends supporting professional development expenses. The Booster Club highly recommends submission of the reimbursement in advance. The professional development is to benefit many and be part of their coaching responsibility and not required for any license purposes.

The Booster Club will pay conference registration fee, mileage at the not for profit rate and one night hotel expense (within a reasonable distance) at the discretion of the Booster Club. The Booster Club does not pay for meals.

Post Play – Sectionals, State and National tournaments

The Booster Club recommends supporting hotel and transportation (flights) for post-season play for athletes and coaches. For post season, the Booster Club does not pay for meals. All post season is expected to be paid by the ICSD budget.

Tournament Fees – The Booster Club recommends supporting tournament fees if there is a reduction to the schedule due to redistricting or other circumstances. The reimbursement of fees will be assessed based on “need” vs “want”.

Revenue

The Booster Club will accept the following gifts:

Unrestricted gifts

Gifts in kind –accepted after review by Treasurer and Athletic Director

Restricted gifts –

- Accept (without a dollar limit) during a Booster Club campaign for a specific capital purchase or project
- Over \$500 accepted for the general benefit of a team
- Gifts with additional restrictions are accepted after approval of the Treasurer, President and Athletic Director

Bank accounts –Many teams have organized support by the parent groups. These accounts are not monitored or reviewed by the ICSD Department of Athletics nor the Booster Club.