

2022-2023 APPLICATION FOR GOVERNING BOARD APPROVAL GILBERT PUBLIC SCHOOLS PARENT SUPPORT ORGANIZATIONS

- ❖ Organizations CANNOT operate on campus without School Administrator and Governing Board Approval.
- ❖ Complete applications shall be emailed to Michelle Wine at michelle.wine@gilbertschools.net.
- ❖ Governing Board Approval is required for general liability coverage with District Insurers.
- ❖ A copy of full application should be kept at school for Fiscal Year.
- ❖ Annual Parent Support Organizations should submit applications by September 1, 2022 regardless of when season starts.
- ❖ **In person Financial Training attendance required before application will go to the Governing Board for approval**

Financial Training Attendance

Date: _____

Name: _____

Name: _____

Name of Organization _____ School _____

Taxpayer I.D. No. _____

2022-2023 OFFICERS

Name: _____ **Name:** _____

Office Held: _____ Office Held: _____

Address: _____ Address: _____

Phone(s): _____ Phone(s): _____

E-mail: _____ E-mail: _____

Date taking office: _____ Date taking office: _____

Name: _____ **Name:** _____

Office Held: _____ Office Held: _____

Address: _____ Address: _____

Phone(s): _____ Phone(s): _____

E-mail: _____ E-mail: _____

Date taking office: _____ Date taking office: _____

Please check box if you DO NOT want your information shared with other GPS entities, i.e. GEF, PLAN, Legislative Committee, Bond Committees. (Your address will not be given to any outside organizations.)

**2022-2023 APPLICATION FOR GOVERNING BOARD APPROVAL
GILBERT PUBLIC SCHOOLS PARENT SUPPORT ORGANIZATIONS**

As officers, we hereby agree to abide by the By-Laws of our organization, attend annual District-provided Parent Support Group training, and follow the District's Guidelines for Operation and Financial Responsibility while we strive to improve our children's educational opportunities where support is needed.

Signature Date

Signature Date

Signature Date

Signature Date

Principal's Approval: Signature _____ Date: _____

Formal Non-Profit PLEASE ATTACH:

- 1) Current operating By-Laws
- 2) Most recent treasurers financial report
- 3) Most recent bank statement

- 4) Annual Budget
- 5) I.R.S. Determination Letter (if new)
- 6) Articles of Incorporation (if new)

Informal Non-Profit PLEASE ATTACH:

- 1) Current operating bylaws
- 2) Most recent treasurers financial report
- 3) Most recent bank statement
- 4) Annual Budget

Bank Account Established? Yes No
By-laws reviewed annually? Yes No
Member meetings held how often? _____

Two Signatures Required? Yes No
Budget Plan in place? Yes No
Executive meetings held how often? _____

Required for Auditing Purposes ~ Please provide information for the Prior Year	
Aug 2021 Beginning Fund Balance	
2021-2022 Revenues	
2021-2022 Expenditures	
May 2022 Ending Fund Balance	