

THUNDER BOARD ASSOCIATION EXPECTATIONS FOR COACHES & ACTIVITY SPONSORS

Last updated: July 2014

WHAT IS THUNDER BOARD?

- Thunder Board Association is the organizing body for Desert Vista HS to promote and coordinate the efforts of numerous booster clubs supporting the full range of DV sports and student activities. It is a registered non-profit tax-exempt entity under Section 501(c)(3) of the Internal Revenue Code. Thunder Board operates under its own bylaws and is independent from both DV school administration and TUHSD.
- The primary purpose for Thunder Board and associated booster clubs to exist is helping students by supporting their efforts in sports & extracurricular activities at Desert Vista High School.

EXPECTATIONS OF COACHES AND ACTIVITY SPONSORS

- Communicate with parent boosters to define overall goals for the team or group
- Give inputs and submit requests (in writing when possible) to the Booster Club and work cooperatively toward program goals. However, due to the fact that Thunder Board Association is a separate legal entity from TUHSD, it is not permissible for a Coach or Activity Sponsor to have approval authority for Booster Club funds or to have a voting role in the Booster Club for their sport or activity.
- Help coordinate use of tax credit monies by endorsing PO requests to bookstore when needed
- Submit a "wish list" at beginning of year to help in building the annual Booster Club budget
- Work with parent boosters to follow TB policies and rules required to maintain 501c3 status
- Assist with information needed to prepare 1099's for any paid service providers by December 31
- Report issues with booster club parents to club officers (or to TB if club officers are the issue)
- Work with Booster Club to follow TB policies and all rules required to maintain 501(c)(3) status

EXPECTATIONS OF BOOSTER CLUBS

- Communicate regularly with staff and members regarding both near term issues and long term goals of the programs they support
- Pay annual dues to keep Thunder Board Association running
- Provide monthly financial reports and copies of bank statements to TB Treasurer
- Provide information needed for end of fiscal year tax return (mostly from monthly reports)
- Keep detailed records and receipts (both donations and expenses)
- Assist with information needed to prepare 1099's for any paid service providers by December 31
- Cooperate with auditor if asked (TB reserves right to audit any club)
- Submit fundraising requests on-line before launching any fundraiser
- Abide by Code of Conduct (easily found on TB web site)
- Operate in compliance with Thunder Board policies