

EVHS Booster/Board

Booster

Welcome to the Eastview competitive cheer booster. As a parent/grandparent/guardian you are an official member of the booster club. As a member of the booster club there are some responsibilities (each cheerleader should have at least one adult represented):

- Attend monthly meeting.
- Volunteer at fundraisers.
- Chair and work parts of the TC Open. Active in planning through cleanup.
- Financial payments (monthly payments, required apparel, nationals fees, etc.)

Board

Are you wanting to do more to support your child and the competitive cheer program? Please consider running for a spot on the board. The board will consist of a president, vice president and treasurer. With a small team, one person may hold more than one of these positions. The attached sheets list the responsibilities in more detail. Every board member must attend at least one regularly schedule monthly meeting in addition to the monthly booster meeting. They must be available for extra meetings during the busier times of the year (TC Open, nationals). These positions can be time consuming so please consider it carefully before running for one of these positions. It is work but also a lot of fun and very rewarding as you see the program and girls successes throughout the year!

If interested, please fill out the "Intent to Run" form. This form will be turned over to the coaches for approval. Once a president is elected, he/she will appoint the rest of the board along with the coaches.



Booster Expectations

Eastview defines booster clubs as a “support organization”. It is a privately operated organization of parents or other community members working to benefit one or more school or district programs and activities. Support organizations typically help promote, recognize and raise funds for school activities. Support is shown in many ways, including volunteering time, raising money, and contributing funds to better enhance the team or organization’s performance. The booster club provides enthusiastic support of a team or organizations including emotional and psychological parental support.

Eastview’s guiding principles are defined through words that are known as their puzzle pieces (see image below). Some of these words are: respect, spirit, self-discipline, trust, pride, fun, teamwork, collaboration, safe, welcoming, inclusive, positive leadership, flexibility, balance, honesty, integrity, and effective communication to just name a few.

Keeping the above definitions and words in mind, we need to keep reminding ourselves of our purpose. As a booster club, we are here to support our daughters, their sport and their coaches. We are representing Eastview at all times and are expected to follow the same guiding principles that are expected from all of Eastview’s faculty, staff, coaches and students.

The coaches have a big job running the team and teaching our girls. As boosters we are here to make their jobs easier. If we, as a booster, have differing opinions, they should be discussed respectfully within the booster – definitely not in front of the girls or public. We do not want to take time or energy away from the coaches and their job as coaches. We do not want to start an environment of going to the coaches with planning and concerns that are solely the booster club’s responsibility. Now, having said that, if you have a concern or question for the coaches regarding your daughter and the team, it is appropriate to go to them directly. The expected process for the booster club is to continue to operate with our primary goal being to support our girls and the coaches. This means we solve differing opinions as a group, treat each other with respect and kindness and most importantly as representatives of Eastview we behave in accordance with Eastview’s puzzle pieces.



President

Perform duties as outlined in the bylaws of Eastview High School.

Appoints other leader positions on the booster board.

Create and manage roster of cheerleaders and booster members with contact information.

Preside at all meetings of the organization.

Regularly meet with the coaches and athletic director regarding booster activities.

Regularly meet with board regarding events and financial standing.

Resolve problems in membership.

Serve as the primary contact for the coaches and school.

Represent the Booster Club at meetings outside of the organization.

Coordinate the work of all the officers and committees so that the purpose of the organization is served.

Act as liaison between parents and coaches/staff.

Discuss planned events during the term with board and booster members.

Facilitate booster/board meetings keeping on track and within time limit.

Schedule board meetings and agendas and minutes.

Schedule and reserve rooms for all meetings.

Yearly scholarship organization.

Eastview cheer display case.

Banquet organization.

Organize TC Open.

Vice President

Assist the President in all functions.

Primary management of soliciting sponsors and donations.

National competition organizer.

Social media and community announcements.

Organizing kids cheer clinics.

Storage room management.

Preside at all meetings and events in the absence of the President.

Support of all committee chairs for key fund-raising events.

Management of community service projects.

Daily calendar management.

Continue to monitor success of fund-raisers and to recommend changes to fundraising.

Treasurer

First, get your name on the banking account along with secondary treasurer.

If it is decided to have a fundraising fee, you will need to collect these checks. Do not deposit them. Hold onto them until the end of the season.

If each cheerleader is not purchasing a uniform, collect the uniform deposit checks. Do not deposit them. Hold onto them until the end of the season.

Keep track of who paid the booster fees and who did not.

Be sure volunteers have cash at every event and be there to pick it up afterwards.

Keep track of what each cheerleader has paid in fees (camp, nationals, etc.).

Balance checkbook. Pay bills. Make all deposits.

TC Open: manage all the money - vendor payments, judge/spotter payments, cash for concessions, admissions, T-shirt sales, etc.

Track all expenses and money earned from every fundraiser and which cheerleaders were involved in each fundraiser.

Keep all receipts, bank statements and monthly reporting sheets in the 3 ring financial binder.

Keep financial 3 ring binder up-to-date weekly.

Keep track of every penny that goes in and out of account and enter it in a detailed spreadsheet (monthly reporting sheet).

Distribute monthly reporting sheet to booster at each monthly meeting.

File taxes at the end of the season -tax year ends March 31. Taxes should be filed early April. Form 990N postcard online.

Notice of Intent to Run for EVHS Comp Cheer Board

I, _____ submit my name to be a candidate
for a position on the EVHS competitive cheer board.

Date: _____

I understand that as a member of the board I am responsible to follow all of Eastview High School's rules and expectations.

I understand I am a representative of the team and the school and will behave appropriately.

I understand that at any point during the season my position may be revoked for conduct deemed detrimental to the mission of the booster club or by not remaining in good standing financially.

I understand any personal information (addresses, phone numbers, etc.) of any member of the EVHS cheer program can only be used for communication regarding cheer activity.

I understand the responsibilities as outlined in the position description and agree to them.

I understand this commitment is for one calendar year. Outgoing officers will be available to turn over their title to the incoming officers.

I understand the mission of this position is to aid the coaches and cheerleaders.

I understand my application will not be considered if turned in to the booster president after the due date.

Name: _____

Cheerleader's Name: _____

Position running for:

Vice President Treasurer

Phone: _____

Email: _____

What I can offer and why I am a good candidate for this position:

Please scan/photograph this completed form and email to the current booster president. Thank you!