

# **Frisco High School Upper 90 Soccer Booster Club Standing Rules**

The following Standing Rules are a supplement to the Upper 90 Soccer Booster Club By-Laws (the “By-Laws”). All articles and sections mentioned refer to those corresponding sections of the By-Laws.

## **Article IV - Membership**

Section 1 - Each Athlete soccer player (the “Athlete”) shall pay one Upper 90 Booster Club (the “Club”) membership fee.

Section 2 - Membership for one athlete currently is \$60 per year. The membership cost for each additional athlete in a family is \$30 per year.

Section 6 - Honorary membership does not include voting rights.

Section 7 - The Athlete’s family must volunteer a minimum of four (4) hours per year in Upper 90 sponsored activities each year of play at Frisco High School. Families may opt to donate money or concession items in lieu of this requirement and with permission and/or acknowledgement by the Board. In this case, the considered rate will be \$15 for one (1) volunteer hour.

## **Article V – Board of Directors and Election Process**

Section 1 – Officers of the Board of the Club will consist of:

- President
- Vice-President Special Events
- Vice-President Volunteers
- Media Coordinator
- Treasurer
- Secretary

Special Committee positions of the Club will consist and be overseen by:

- Vice-President Special Events
  - Kickoff Event
  - Alumni Game

- FISD Tournament
- Banquet
- Senior Night
- Youth Skills Clinic
- Vice-President Volunteers
  - Game Day meals
  - Game Day treats
  - Team Dinners
  - Clock/Scoreboard/Announcers
  - Concessions
- Media Coordinator
  - Game Day graphics
  - Game Photos
  - Varsity Banners and Posters
  - Website
  - Social Media
- Treasurer
  - Sponsors
  - Spirit Wear
  - Membership
  - Audit

Section 2 - Officer Responsibilities (in addition to those outlined in the By-Laws)

President:

- Promote membership and maintain club and team rosters;
- Promote and award scholarships. Coordinate scholarships through Frisco Education Foundation;
- Order miscellaneous team items.

Vice-President Special events:

- Work with Special Committee Chairpersons to support activities.

Vice-President Volunteers:

- Work with Special Committee Chairpersons to support activities;
- Oversee sign up forms and maintain forms to support events.

Media Coordinator:

- Support Special Committee Chairpersons through their activities;
- Oversee the Club's website - [www.fhsupper90.org](http://www.fhsupper90.org) and its content;
- Oversee or post current schedules and announcements;
- Oversee or post current team rosters and contact information;
- Oversee, update and maintain and social media accounts for the Club;
- Oversee and update game day graphics, game photos, varsity banners and posters.

Secretary:

- Support Special Committee Chairpersons.

Treasurer:

- Develop the Club's budget with input from Board;
- Reconcile money that is dispersed and received from concessions.
- Collect club membership dues;
- Co-sign with an additional Board member all checks, drafts and warrants if value exceeds \$250.00;
- Support Special Committee Chairpersons.

Alumni Game Chairperson:

- Coordinate alumni game day activities;
- Order shirts if requested;
- Arrange for food at the venue;
- Set up and clean up.

Frisco ISD Soccer Tournament Chairperson:

- Coordinate food and beverage for one meal at the annual Frisco ISD Tournament.

End-of-Season Banquet Chairperson:

- Coordinate year-end banquet;
- Coordinate activities related to year-end banquet, including the video, venue, meal, program, decorations, photo booth, senior gifts, and coaches' gifts.
- Consider that the cost of the hardship exemption athletes' banquet fees will be covered by Upper 90.
- Consider that the cost of the coaches meal will be covered by Upper 90

### Senior Night Chairperson

- Coordinate with coaches on event as needed;
- Provide flowers for parents.

### Game Day Meals Chairperson:

- Coordinate with vendors to provide meals on game days for players;
- Create and negotiate signed contracts with vendors;
- Collect order forms and payments prior to the beginning of the season;
- Consider that the cost of Hardship Exemption athletes' and coaches' meals will be paid by Upper 90;
- Coordinate the pick-up of meals and delivery to school/coaches if not delivered by a vendor.

### Game Day Treats Chairperson:

- Coordinate with volunteers to select Game Day Treats for Athletes to be delivered on game days at least three (3) times during the season.

### Team Dinner Chairperson:

- Coordinate with volunteers to arrange at least one Team Dinner per team;
- Coordinate with a local restaurant to arrange at least one Spirit Night per year.

### Clock and Scoreboard Chairperson:

- Responsible for finding volunteers to run the clock and scoreboard during the home games;
- Find volunteers to help announce players and teams at the beginning of the Varsity games.

### Game Day Graphics Chairperson:

- Coordinate with professional photographers a Senior Pictures Shoot session for graphics;
- Coordinate publication of Game Day Graphics on social media;
- Provide Game Day Graphics to Coaches.

### Game Day Photos Chairperson:

- Coordinate with professional photographers to obtain action shots of all teams;
- Oversee access to these pictures for parents and athletes.

#### Varsity Photos, Poster, and Banner Chairperson:

- Coordinate with professional photographer for Varsity Poster and Banners;
- Bring the Varsity banners to the home games and hang them on the fence;
- Take down the Varsity banners after the games, if required;
- Bring the Varsity banners to be displayed at the banquet for seniors.

#### Website Chairperson:

- Update and maintain the Club's website - [www.fhsupper90.org](http://www.fhsupper90.org)
- Post current schedules and announcements;
- Post current team rosters and contact information.

#### Social Media Chairperson:

- Update and maintain the social media accounts for the Club (Facebook, Instagram and Twitter).

#### Sponsors Chairperson:

- Coordinates donations that help fund portions of the FHS Upper90 Booster Club;
- Maintain a directory of sponsorship opportunities;
- Create and promote sponsorship levels;
- Oversee and maintain sponsorship commitments.

#### Spirit Wear Chairperson:

- Select yearly spirit items to sell;
- Coordinate online store with vendor;
- Coordinate sale of yard signs and decals;
- Coordinate with coaches and vendors the sale of playoff items, if needed.

#### Membership Chairperson:

- Collect Booster Club's membership forms;

- Collect Booster Club's membership money;
- Collect member's email addresses and phone numbers;
- Input all information into a spreadsheet and maintain it throughout the year.

#### Concessions Chairperson:

- Assist with opening and closing the concession stand during Frisco High School home games, middle school track meets, and middle school soccer games;
- Coordinate to have an adult to always be onsite and in charge of the concession stand, including dropping off and picking up the cash box and possibly assist with dropping off of goods for sale;
- Stock and maintain the concession stand inventory.

#### Youth Skills Clinic Chairperson:

- Coordinate skills clinic with Frisco Soccer Association;
- Order shirts and/or giveaways for participants;
- Coordinate details for participant and volunteer registration;
- Promote clinic at feeder elementary schools and through social media;
- Volunteer on the day of the clinic.

#### Audit Chairperson:

- Coordinate the formation of an audit committee consisting of not less than two (2) members, who are not authorized signers, shall be appointed by the Executive Board before the last meeting of the year,
- Coordinate an audit conducted by the appointed committee at the end of each fiscal year to check for accuracy of the financial report and the related financial activity.
- Coordinate that all members of the audit committee sign a statement indicating their agreement with the findings detailed report.
- Coordinate a report to the board upon completing the audit.

#### Section 3 - Board Elections

- Nominations for the new board of directors will need to be sent to the

soccer coaches and the Upper 90 Club Board at least a week prior to the Banquet. This will allow time for the voting membership to preview any candidates running for the Board.

- The new Board will be voted in during the general membership meeting conducted at the end-of-the-year soccer banquet;
- New officers shall meet with outgoing officers for training;
- The new Board will take office June 1st.

### **Article IX – Budgeting and Expenditure Authority**

Section 8 - Per FEF requirement the annual amount designated for Scholarships will be a minimum of \$2,000. For 2020-2021 the designated amount for scholarship will be a total of \$3,000 (\$2,000 minimum designated per FEF, \$1,000 rolled over from 2019-2020). This shall be split between qualified applicants. Each scholarship amount should be a minimum of \$500 and shall not exceed \$1,000 per recipient per FEF. Any leftover money from the previous year FEF scholarship will carry over to the following year.

The Eligibility Rules are:

- Completion of the FEF “Pass Through Scholarship” Questionnaire;
- A minimum of two (2) years in the Frisco High School soccer program, one of which must be as a senior;
- Frisco High School soccer is the athlete’s primary sport or activity;
- Parents must be Upper 90 Member all years that the Athlete participates in program;
- The Athlete shall have volunteered at least two (2) years at the Frisco High School Soccer Clinic fundraiser. Coaches will have the authority to approve the substitution of these hours towards another opportunity that benefits the FHS Soccer Program;
- The coaches will approve the scholarship recipients once selected each year;
- A minimum GPA of 3.0 is required;
- An Athlete must have volunteered a minimum of 70 hours as recorded in the FEF application. If the Athlete has not been in the program for all four years, then the hours required will be prorated by 10 hours per year.

Date of creation: June 27th, 2019.

Approved on: August 8th, 2019.

Approved on: May 1st, 2020.

A copy of these Standing Rules shall be given to all officers of the Club.

One (1) copy shall be given to the coach (es), school sponsor, and/or campus principal.

If amended, a copy of the new document must be forwarded to the coach (es), school sponsor, and/or campus principal.

Standing Rules are a supplement to the Frisco High School Upper 90 Soccer Booster Bylaws.