RBHS Sports Boosters 2018-2019 Annual Report

Booster Officers

	2018-2019	2019-2020
President	Brian Twomey	Brian Twomey
Vice President	Jennie Royer	Jennie Royer
Vice President	Mary Liss	Kathy Keen
Treasurer	Kathy Keen	Michael Murphy
Secretary	Cathy Alarcon	Jennifer Pacourek

Key Accomplishments in 2018-19

Booster Contribution to New Scoreboard

Boosters was pleased to contribute ~\$8600 to support the cost of the new stadium scoreboard.



Boosting the Bulldog Spirit

Boosters invested in additional stadium improvements, including fence design "Bulldogs" and a "Go
Bulldogs" message surrounding the stadium. Weatherproof signage for the stadium seating area also
was added. In addition, new this year and in an effort to increase student participation, Boosters
sponsored a "True Blue" program where concession gift cards were handed out to students in the
stands who were exhibiting exceptional school spirit (or who had gone above and beyond with the spirit
theme for that game).





Facility and Equipment Upgrades

With successful fundraising in 2017-18, the Boosters were in a position to invest in much needed concession equipment improvements at indoor and outdoor areas, including: wall shelving, wall mounted napkin dispensers, stainless steel work tables, warming drawers, 2 pizza holding/display cabinets, utensil rack, pretzel warmer/display, 2 table top ovens, 2 door commercial freezer and refrigerator, 2 hot water dispensers, 2 work tables with an over shelf for indoor concessions.

Revived Golf Outing

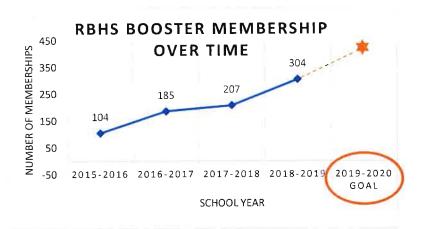
• On June 28th of this year, Boosters is proud to be bringing back the Booster Golf Outing (chaired by Nic Novak, Romy Vargus-Gil, and Gary Hoyd; event to be held at Willow Crest Golf Club in Oak Brook). We are currently seeking sponsors and hope to see many of you there! [please see included materials for more information].

Corporate Sponsorship Packages

 The Booster executive board developed a corporate sponsorship package proposal that was approved by Dr. Skinkis at the end of the 2019 school year. This "Bulldog Partner" program includes multiple sponsorship levels and provides opportunities such as stadium/gymnasium banners, program ads, website advertising, in-game shout outs, and golf outing sponsorships. [please see included materials for full sponsorship package].

Membership Growth for 3rd Straight Year:

 Membership, chaired by Trina Valencia, continues to strengthen year over year. We have set a goal of 400 members in the 2019-2020 school year.



Improved Season Program Books

• With the help of committee chair Cathy Haley, Boosters met our goal to improve the quality and appearance of our seasonal programs. Outreach to additional sponsors for ad space now helps cover the cost of graphic layout and professional printing. Three programs per year (one for each season) are produced, and all student athletes in each sport are included [example provided].

Expanded Chef's Night Out Program

With Chef's Night Out, Boosters partners with local restaurants to receive a portion of restaurant sales
on "Bulldog nights." Under the direction of program chair, Sandy Briolat, CNO expanded this year to
monthly partnerships (prior years only included one or two programs total); annual total raised reached
~\$850.

Enhanced Team Rep Program and Coach Outreach

• In the previous school year, we introduced a new "Team Rep" program and established a dedicated committee to support this effort, where each sport had a parent liaison to serve as a conduit between coaches and the Booster club. Chaired by Allyn Pilewski, this program has been a success in that it has driven up membership numbers and increased parent volunteerism. This school year we expanded the reach of this program to more specifically try to engage coaches (and not just parents); we created a "Coach Kit" that sought to share the message to coaches of "help us, help you!" [see Coach Kit materials enclosed for reference]. Another goal of that outreach was to make it clear that funding decisions factor in the rate of parent involvement (e.g., how many parents are Booster members and how many parents have volunteered in concessions) and to share with coaches where on these metrics their team was succeeding and where there was room for improvement.

New Website and Online Membership Registration (Replacing 8to18)

• During the 2017-18 school year, Boosters used the 8to18 platform to manage online registration for the first time and to host a Booster website. While the 8to18 system was advantageous in that it was a platform already used by the school, the 8to18 website features did not provide the flexibility and custom interface we needed. Therefore, at the end of last school year, we made the decision as a Booster club to create our own website. A Booster parent and Website committee chair, Mike Mazurkiewicz, created the website from scratch (www.rbsportsboosters.com), and we have benefitted immensely from the flexibility of managing our own site. As before, and per district policy, items such as meeting minutes, financial summaries, and bank statements are posted monthly for transparency. We also include a calendar and helpful links to our volunteer sign up, sport photos, and seasonal online spirit wear sales. We were for the first time able to collect our own online Booster membership registration, and we will offer this feature again this school year. We have a number of planned improvements to the website, including a goal to allow for year-long online ordering of spirit wear.

Lacrosse Team Funding

Boosters is so pleased to welcome RB Boys and Girls Lacrosse teams into the official list of now 28 sports
that we support. We were able to provide them with \$1000 to help defray the cost of equipment and
uniforms in their first official season at RB this spring.

Introduction of "The Shirt" Tradition

• This year was the inaugural year for what we hope will become a new RB tradition—a student-designed t-shirt "The Shirt" to be sold as part of the Booster spirit wear line. For the 2018-2019 school year we had a single entry, but we are pleased to report that we recently completed an anonymous online voting poll among 9 entrants. The winner, CJ Twomey, receives a prize and coverage in the school paper and yearbook—as well as their name on the final product.



Boosters Metrics

Team Metrics

- As mentioned, Boosters now tracks THREE metrics for each team:
 - 1. Membership rate (# of memberships per sport: threshold goal this year was set at 25%)
 - 2. Volunteerism (# concession hours worked/# athletes on team roster: threshold score this year was calculated at .8 hours. As a reminder, the volunteer threshold score is calculated as the total number of volunteer hours in the school year (1001 hours across all three seasons) divided by the number of athletes across all three seasons (1200)—and serves as a surrogate for how many hours each athlete's family would have to volunteer in a year if the work were being spread equally across everyone. This year that number is 1001/1200=.8)
 - 3. Team Rep attendance at Booster meetings (rep must attend at least the 3 meetings held during their active season)
- The relative success of achieving these thresholds now factors into Booster funding decisions. Therefore, the goal of providing the information gleaned from these metrics is to motivate parents of student-athletes on individual teams to contribute to the Booster effort.
- Metrics #1 and #2 [see table below]: a total of ten teams met the two main metrics, while 8 teams met one or the other metric, and another ten did not meet either category. The gymnastics team (61.9%) and the girls golf team (50%) had the highest membership rates by a large margin relative to the other teams. The football, gymnastics, and cheer teams had the noticeably highest volunteer scores.

Focus on Membership Metrics:

- If counting all athletes across the 3 seasons, just over 1200 student-athletes represented the Bulldog Blue at some point during the school year. Per 8to18 data, this represents about 830 unique student athletes participating in at least one sport (with roughly 125 participating in 2 sports, and 39 participating in 3 sports).
- About 670 individual families are represented by these 830 student athletes, of which ~175 RB student-athlete families joined Boosters (two individual memberships representing the same family were only counted once; other members were alumni, staff or Jr Bulldog levels), indicating that there is great room for improvement in capturing family Booster memberships (roughly 175 of 670—or ~26% of student athlete families joining Boosters).

• Focus on Volunteer Metrics:

- During this school year, a total of 141 separate volunteers worked at least one concession volunteer slot, covering 1,001 hours of volunteer time.
- As was true last year, most volunteers worked 1-2 shifts during the school year, and a small group of a
 dozen parents alone covered 275 of the total 1001 hours worked (Cathy Alarcon, Sandy Briolat, Kathy
 Keen, JoAnna Leon, Mary Liss, Meaghan Matthews, Carla Pitts, Amy Raymond, Jennie Royer, Laura
 Swiatek, Brian Twomey, and Rebecca Zoltolski)--so the goal is to reach a better distribution of work in
 2019-2020. The positive finding is that roughly half of all Booster member parents volunteered for at
 least one slot during the year.

2018-2019 Membership Rate and Volunteer Score By Team

	Membership Rate	Vol Score=Vol Hours/Roster
Sport	Target 25%	(Target score .8)
Gymnastics	61.9%	2.0
Golf (Girls)	50.0%	0.8
Water Polo (Boys)	34.5%	1.1
Basketball (Girls)	31.0%	1.1
Basketball (Boys)	29.8%	2.0
Swimming (Boys)	28.6%	0.8
Water Polo (Girls)	28.1%	1.2
Golf (Boys)	27.8%	1.3
Cheer	26.8%	1.9
Football	26.0%	2.1
Wrestling	33.3%	0.4
Baseball	30.9%	0.6
Softball	25.0%	0.0
Swimming (Girls)	20.5%	1.0
Volleyball (Girls)	17.9%	1.1
Soccer (Girls)	12.7%	1.4
Lacrosse (Girls)	11.8%	0.8
Lacrosse (Boys)	4.2%	1.4
Dance	15.8%	0.6
Cross Country (Boys)	14.0%	0.3
Volleyball (Boys)	12.8%	0.0
Track (Boys)	11.1%	0.3
Soccer (Boys)	9.2%	0.3
Badminton	6.5%	0.0
Cross Country (Girls)	6.3%	0.6
Tennis (Boys)	6.1%	0.6
Track (Girls)	4.1%	0.0
Tennis (Girls)	3.1%	0.4

Donations/Financials

- Donation totals for 2018-2019 were \$25,509.10 (not including the \$8600 given for the scoreboard as that paid out in May after the most recent April 30th bank statement used to generate numbers below). This is increased compared with \$24,716 for 2017-2018 and \$16,352 for 2016-2017.
- **Distribution of donations** in 2018-2019 was as follows:

Donations 2018-2019

Category	Funding	ltems
Sport		
Hudl System (multi-sport)	\$3999	Video system
Pool Sound System (multi-sport)	\$3422	Equipment upgrade
Pixel Lot Camera System (multi-sport)	\$2475	Remote access video system
Axipod Camera System (multi-sport)	\$1850	Remote access video system
Soccer (Boys and Girls)	\$6300	Warmups, Uniforms, Equipment
Cheer	\$2149.10	Uniforms and Equipment
Baseball	\$1,440	Uniform
Gymnastics	\$1000	Warm up:
Water Polo (Girls)	\$1280	Swim Cap
Lacrosse (Boys and Girls)	\$1000	Uniform
Golf (Boys)	\$594	Golf bag
Total	\$25509.10	

RB Parent Sports Club INCOME/EXPENSE REPORT April 30, 2018 - April 30, 2019

Beginning Balance Apr 30, 2018		\$ 28,717.22
Income/Receipts		
Concessions Membership, Spirit Wear and Credit	\$ 41,979.89	
Card Sales	\$ 24,327.78	
Chefs Night Out	\$ 850.00	
Salernos Donation	\$ 1,000.00	
Split the Pot (Football)	\$ 215.00	
	Total Income/Receipts	\$ 69,717.67
Expenses/Disbursements		
Sports Requests		\$ 25,509.10
Food and Supplies	\$ 19,405.97	
Salernos and Chick-Fil-A	\$ 8986.00	
Spirit Wear	\$ 12,182.75	
	Total	\$ 30,130.12
Equipment Purchases		\$ 14,032.22
Fees (insurance, filing)		\$ 1,210.00
Printing, Advertising, Residency Expenses, and Other		\$ 4,166.03
	Total Expenses/Disbursements	\$ 85,492.07
	ŀ	
Ending Balance Apr 30, 2019	ļ	\$ 12,942.82



RB Parent Sports Club, Inc.

Riverside Brookfield BULLDOGS

Our MISSION is that all individuals associated with **Bulldog Athletics** (coaches, staff, student-athletes, alumni, and parents) will value character traits developed through athletic participation. We expect all participants to respect themselves and others, demonstrate loyalty, be good teammates and put the team before themselves, handle failure like they handle success, have school pride, have strong work ethic, be honest, and show up and be prepared.

Dear Business Owner, Friend and Neighbor,

We hope this letter finds you and your business well. Despite the late start to spring, the Riverside Brookfield (RB) Parent Sports Club, Inc. is gearing up for our largest fundraiser of the year, our RBPSC 2019 Golf Outing, on June 28, 2019.

This fundraiser is essential and allows us to support our athletes and the close to 30 teams at Riverside Brookfield High School. As you know, entities such as ours require the support of countless volunteers and generous sponsors to continue to provide great services year in and out. The RB Parents Sports Club, Inc. is no exception. Throughout the years the club has adapted to the times and changed it's trend of attrition. Our goal is to recharge and expand "Booster" efforts. In order to continue to grow, the club is in need of your support. WE NEED YOU to make this event successful so we can support all of our athletes and sports!

Our **MISSION** is to support, encourage and promote the athletic programs at RBHS for the benefit of the students, the school and the community. If you think that your organization and support can't make a difference, change your mind! Our priority is to support ALL sports so that all can "Get in the Game".

Join us in providing this recreational opportunity to our student athletes. We urge you to review the attached sponsorship levels and opportunities, which range in partnership and offer a variety of benefits to the supporters.

The Return on Your Investment

Support the student athletes while boosting your brand awareness by attaching your name to the good works of the RB Parent Sports Club, Inc.

Our club supports the following sports such as volleyball, lacrosse, wrestling, football, Special Olympics, gymnastics, pom pons, dance, golf, water polo, soccer, tennis, cross country, swimming, basketball, track and field, cheerleading, softball and badminton.

If you are interested in learning more about the opportunities for partnership with the RB Parent Sports Club feel free to contact me at your convenience. If you prefer to customize your support, we are willing to work with you to get the exposure you are looking for at the price you and your business can afford.

Sincerely,

RB PARENTS SPORTS CLUB, INC.



RB Parent Sports Club, Inc. 2019 Golf Outing SPONSORSHIP PACKAGES

Premium Bulldog Sponsor

COMMITMENT \$900

Includes foursome of golf

Premium sponsor banner at the 19th hole and check-in area

Two (2) hole sponsorships

Blue & White Bulldog Sponsor

COMMITMENT \$700

Includes foursome of golf

One (1) hole sponsorship

Hole Contest Sponsor

COMMITMENT \$250

One (1) hole sponsorship

Ability to provide money/gift for winner of contest and to promote your incentive/promotion

Hole Sponsor

COMMITMENT \$125

One (1) hole sponsorship

RB Booster Sponsor

COMMITMENT \$50 OR GREATER

Make a \$50 or greater donation and your name or business will be placed on our donor A-Frame sign

Raffle Prize or Golfer Giveaway Sponsor

COMMITMENT= IN -KIND DONATION

Donate a raffle prize (value of \$100 or more)

Promote your business with a golfer giveaway (quantity required, 144)

Beverage Sponsor

COMMITMENT= BASED ON VALUE OF DONATION

Sponsor the 19th hole reception or a beverage hole on the course

Golf & Dinner Packages

FOURSOME \$600

Includes foursome of golf (shotgun start), lunch, and 19th hole reception.

SINGLE GOLFER \$150

Includes round of golf (shotgun start), lunch, and 19th hold reception.

DINNER ONLY \$50

Includes a ticket to the two-hour 19th hole reception.

RB Parent Sports Club, Inc. 2019 Golf Outing SPONSORSHIP COMMITMENT FORM 2019

	partnership level requested	monetary commitment
		☐ Premium (\$900) ☐ Blue/White (\$700) ☐ Hole Contest (\$250) ☐ Hole Sponsor (\$125) ☐ Foursome (\$600) ☐ Individual (\$150) ☐ Raffle Prize, Giveaway or Beverage Sponsor In-Kind Donation: Value
tep 2:	Please complete your contact company/organization information Company/Organization:	
ŀ	Contact:	Phone (office/home):
	Contact 2:	Phone (day of contact cell):
	Email:	Website:
	Address:	City, State, Zip:
ер 3:	160 Ridg Riverside	*
ep 4:	NIC NC	



RBHS Sports Boosters

2019-2020 Corporate/Business Sponsorship Opportunities

Ready to promote your business AND support your Bulldogs?

RB Sports Boosters offers sponsorship opportunities as a way to promote your business/corporation AND to support our local Bulldog athletes. Options and next steps are summarized below. Please note that all advertisements must adhere to District 208 policies (see excerpt below in Appendix I) and be approved by the D208 Superintendent. Please contact the Booster club via our website (www.rbsportsboosters.com) or at info@rbsportsboosters.com with any questions. And, thank you for your support!

RB Sports Boosters Sponsorship Opportunities 2019-2020 PLATINUM LEVEL - \$3500 SPONSORSHIP BENEFITS (Limited to One Business Per School Year)

- Jumbo logo banner or A frame style tent banner in premium location at stadium (fewer than 8 other business banners total) and gymnasium (fewer than 6 other business banners total)Pool Banner Advertising 6 ft wide x 3 ft tall advertising banner located across the bleacher area at RB pool (only banner to be included; all three seasons)
- Sports Program Full Page Color Ad (Back cover or Inside Front; all three seasons)
- RB Sports Booster Website Advertising Logo placement with link to your website (if applicable; all three seasons).
- In-game announcements of platinum level sponsorship at all RB events with an announcer (football, basketball; full year)
- Included hole sponsorship at annual Booster Golf outing
- Flexibility for other exclusive opportunities during RB home football games (eg, sale of food items or sales tent of product) or for exclusive RB "gear" for display at your business (eg, football jersey)

GOLD LEVEL - \$2000 SPONSORSHIP BENEFITS

- Outdoor Stadium Fence Advertising 10 ft wide x 3 ft tall advertising banner located on fencing at RBHS Stadium (no more than 8 total business banners will be displayed; fall season)
- Gymnasium Banner Advertising 6 ft wide x 3 ft tall advertising banner located across front of stage area at RB gymnasium (no more than 6 total business banners will be displayed; winter season)
- Sports Program Half Page Ad (all three seasons)
- RB Sports Booster Website Advertising Logo placement with link to your website (if applicable; full year).
- In-game announcements of gold-level sponsorship at all RB events with an announcer (football, basketball; full year)

SILVER LEVEL - \$1000 SPONSORSHIP BENEFITS

- Outdoor Stadium Fence Advertising 10 ft wide x 3 ft tall advertising banner located on fencing at RBHS Stadium (no more than 8 total business banners will be displayed; fall season)
- Sports Program Half Page Ad (all three seasons)
- RB Sports Booster Website Advertising Logo placement with link to your website (if applicable)

In-game announcements of sponsorship at stadium events (all three seasons)

BRONZE LEVEL - \$500 SPONSORSHIP BENEFITS

- Sports Program Quarter Page Ad (all three seasons)
- RB Sports Booster Website Advertising Logo placement with link to your website (if applicable).
- In-game announcements of sponsorship at stadium events (all three seasons)

STANDALONE/ ADD-ON OPTIONS

- Program Advertising
 - o Black and White, inside pages
 - \$50 for 1/8 page one season; \$100 for all three seasons
 - \$75 for 1/4 page one season; \$200 for all three seasons
 - \$120 for 1/2 page one season; \$300 for all three seasons
 - \$175 for full page one season; \$400 for all three seasons
 - Color, inside pages
 - \$350 for full page one season; \$900 for all three seasons
 - Contact us if interested in premium program ad placement (full page back cover or inside front, color)
- RB Sports Booster Website Advertising Logo placement with link to your website (if applicable)
 - \$250 for all three seasons (subject to availability; <10 businesses per season advertising on website)
- Golf Outing "Hole" Sponsorship (discuss with Booster Club for pricing options, if interested)

How to Become a Bulldog Partner:

Parties interested in becoming a sponsor should contact RB Sports Boosters at info@rbsportsboosters.com and fill out the accompanying form. Sponsorship slots will be granted on a first come, first served basis and are subject to final approval by the Booster Board and the D208 Superintendent. To ensure consistency, Boosters will coordinate banner ordering.



SPONSORSHIP AGREEMENT

Confirmation of The RB Sports Booster Club is legally identified as RB Parent Sport Club Inc and is a non-profit 501(c) (3) organization. Please make checks payable to RB Parent Sport Club Inc. Payment must accompany Sponsorship Agreement Form. Donations are tax deductible and will go 100% in support of RBHS athletes.

Sponsorship level requested:	
I hereby accept the sponsorship terms and conditions:	
Name: (printed):	Date:
Sponsor Signature:	Title:
Please mail form and check to: RBHS, Attn. Sports Booster Club,	160 Ridgewood Road, Riverside, IL 60546

Questions? Please email RB Sports Boosters at info@rbsportsboosters.com

Appendix I: Excerpt from District Policy 8:25

Advertising and Distributing Materials in Schools Provided by Non-School Related Entities

No material or literature shall be posted or distributed that would: (1) disrupt the educational process, (2) violate the rights or invade the privacy of others, (3) infringe on a trademark or copyright, or (4) be defamatory, obscene, vulgar, or indecent. All materials for posting or distribution must have the prior approval of the Superintendent or designee.

Community, Educational, Charitable, or Recreational Organizations

Community, educational, charitable, recreational, or similar groups may, under procedures established by the Superintendent, advertise events pertinent to students' interests or involvement. All advertisements must (1) be student-oriented, (2) prominently display the sponsoring organization's name, and (3) be approved in advance by the Superintendent or designee. The District reserves the right to decide where and when any advertisement or flyer is distributed, displayed, or posted.

Commercial Companies and Political Candidates or Parties

Commercial companies may purchase space for their advertisements in or on: (1) athletic field fences; (2) athletic, theater, or music programs; (3) student newspapers or yearbooks; (4) scoreboards; or (5) other appropriate locations. The advertisements must be consistent with this policy and its implementing procedures and be appropriate for display in a school context. Prior approval from the Board is needed for an advertisement agreement that exceeds \$10,000. Prior approval is needed from the Superintendent or designee for advertisements on athletic, theater, or music programs; student newspapers and yearbooks; and any commercial material related to graduation, class pictures, or class rings. No individual or entity may advertise or promote its interests by using the names or pictures of the School District, any District school or facility, staff members, or students except as authorized by and consistent with administrative procedures and approved by the Board.



To: RB Coaches

From: Brian Twomey, RB Sports Boosters President

RE: Booster Requests 2018-2019

Dear RB Coaches,

On behalf of the Riverside-Brookfield High School Sports Booster Club, I would like to take this opportunity to thank you for your support of our student-athletes, and as president of the RB Sports Boosters, I want to let you know that we are here to support your teams.

You may be aware that the RB Sports Booster club has undergone a resurgence over the past few years, with rising membership (members nearly doubling between 2015-16 and 2017-2018), new initiatives (Booster website, Team Rep programs, Chef's Night Out, Online Spirit Wear Sales), and an energized volunteer base that covered more than 1,000 hours of concession sales last school year!

We are so proud of these accomplishments, but we know we can do even better! Only five sports achieved at least a 25% rate of parent membership (see table). This surprises us because even busy parents should welcome the 50% reduced admission cost to regular home sporting events.

Since these 5 sports also were among the only 9 of 26 sports total that had concession volunteer rates above 5%, we have come to realize that getting parents involved as members is key to our future fundraising success. And with fundraising success, we will have more funds to give to you, our hardworking coaches, and your teams!

We feel our best chance at maximizing success is to get the RB coaches informed so that they can amplify our outreach efforts to parents—a collaborative effort will help everyone succeed.

Membership Ra	te By Sport
SPORT	Membership Rate
Basketball (Girls)	31.3%
Basketball (Boys)	30.1%
Cheer	30.0%
Football	29.4%
Swimming (Girls)	26.1%
Volleyball (Girls)	22.2%
Cross Country (Boys)	21.1%
Gymnastics	20.0%
Soccer (Boys)	18.9%
Dance Team	17.4%
Cross Country (Girls)	15.8%
Swimming (Boys)	15.0%
Golf (Boys)	13.8%
Golf (Girls)	11.1%
Wrestling	9.7%
Tennis (Girls)	7.4%

With this in mind, we hope you will take the time to read through the materials enclosed here. We provide these as a tool for you to help us...help you! In addition, Sports Boosters will provide each coach with 3 "Bulldog Bonus" awards to hand out to athletes you select (eg, for hard work in practice, having a breakthrough, being a great teammate—whatever you decide). The Bulldog Bonus certificates are enclosed here and are good for a free sandwich or pizza slice, drink, chips, and a candy bar that the student-athlete can redeem at a time of their choice when the concession stand is open.

Go Bulldogs!

Sincerely,

Brian Twomey, Booster President

RB Coaches Guide to How Boosters Can Help Your Team

How Boosters Works (and What You Can Do to Help Us Help You!)

- As part of the overall mission of Boosters, we support coaches and teams by providing funding for requests that are in-line with our spending guidelines
- Coaches from any of the 28 sports at RB (welcome Boys and Girls Lacrosse!) can request Booster support, including help with costs of uniforms, gear, or facility improvements
- Funding decisions will factor in the rate of parent involvement (eg, how many parents are Booster members and how many parents have volunteered in concessions). This information is tracked and used by the executive board to inform funding decisions
- Each athletic team at RB has a Booster Team Rep—this is a parent volunteer who can speak for your team during monthly Booster meetings and will help to line up concession volunteers representing your team. This does NOT have to be the same person as a "lead" team parent whom you may designate separately to help with communications/team events. The chair of the Booster Rep committee will work separately to find parents willing to take this "Booster Rep" role for each sport, but please make sure you know who has that role for your team—and share that information with your other team parents, as this can be a helpful resource for them
- Spirit wear sales is another large fundraising opportunity for Boosters. In addition to merchandise being available onsite at select events/functions, we will host 3 online shops before each season that will allow some sport-specific items. Store link can be accessed at our website, so please share with your parents
- During your regular parent communications, please encourage parents to become involved in Boosters, especially with respect to becoming a member and helping out with concession slots. It really does make a difference! Membership registration is done online at our website: www.rbsportsboosters.com. Volunteer signups also can be accessed at the website.

How to Make a Request

- Make requests at any time using the template Booster Request Form (example enclosed; reach out to Brian Twomey [hoomey28@gmail.com] to request form via email). With the changes in the schools' athletic budgets, we will remain flexible, and we continue to encourage coaches to bring requests to us and to keep us informed of your needs
- Please note the following guidelines:
 - o The types of expenses that we fund include but are not necessarily limited to:
 - Uniforms (not those that students would keep such as swimming suits)
 - Equipment needs/upgrades for teams or school facilities
 - Improvements/expansions of athletic programming
 - Other—let us know your ideas (eg, Motivational Speaker, Clinics, Training)
 - o All requests should be submitted to the Athletic Director (AD) for review at least 1 week before the Sports Boosters Meeting (held the third Thursday of each month)
 - o The AD will determine if the request should be considered a District 208 Athletic Dept. budget item or if this request can be presented to Booster Club
 - o If deemed appropriate for the Booster Club, the AD will forward to the President and ask that it be placed on the agenda for the next meeting of the Booster Club executive board (held prior to each regular member meeting)
 - o The requesting Coach may be asked follow-up questions that arise from the request
 - The Coach making the request will be notified by the AD of the results



Booster Request Form

Coach

Enter Coach

Coach contact

Enter email and cell here

information:

Sport

Enter Sport

Date

Enter Date

Request Details	
Item and Quantity Being Requested	Provide details here (what grade level to be used for, quantity needed, anticipated use, etc). Pictures, descriptions, and other helpful information are encouraged as supportive materials.
Cost Estimate	Provide cost information here including cost per item (eg, if requesting uniforms) and/or overall cost. Attach quotes secured from at least two companies that can provide the needed items/services. Also include any freight charges. If items have already been purchased, provide a copy of all receipts being requested for reimbursement.
Needs Assessment	Enter information here on need for item (time since last replacement, lack of funding from other sources, number of student athletes to be impacted, etc).
Other Comments	Enter any other comments you'd like to share here.

Please send this form and supportive materials to Athletic Director Brendan Curtin (curtinb@rbhs208.net). You will be notified of a final decision as soon as possible via email. If you have any questions, please contact Booster President, Brian Twomey at hoomey28@gmail.com.



Bulldog Bonus Award

To Prize Sandwich/Pizza, Chlps, Drlnk, and Candy Bar

From Your Coach Expires By last concession event of 2018-19 year



RB SPORTS BOOSTERS

• www.rbsportsboosters.com • Riverside-Brookfield High School



Bulldog Bonus Award

To Prize Sandwich/Pizza, Chips, Drink, and Candy Bar

From Your Coach Expires By last concession event of 2018-19 year



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Bulldog Bonus Award

То		Prize	Candy Bar	
	Your Coach	Evpiros	By test concession event of 2018-19 ve	18



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