



RAPTOR ACTIVITIES BOOSTER CLUB

in support of
Silver Creek High School

Information for Parent Reps 2018/2019

Welcome and thank you for volunteering to be the parent representative for your student's team/activity.

We want to give you an idea on what being a Parent Rep entails. It is important that you know that it is a full year commitment which is the fiscal year, July 1-June 30 (not just a season) and there is work involved. We suggest you act as the "director" and enlist the help of the other parents involved with your team/activity. Ideally, that way, everyone is involved; they feel like an important part of the program and accountability/ownership increases.

As a parent rep, your primary responsibility is to serve as the liaison between the coach, booster board/club and the parents of the team/activity. You (or another team/activity representative) are required to attend the monthly Booster Club meetings. These meetings occur on the 4th Monday of each month (unless otherwise noted) in the Silver Creek library at 6:30pm and they usually last an hour or so. Please provide your coaches and parents with the meeting notes in a timely manner. There are always lots of volunteer needs that will be presented at the meetings, so it is important that you relay them to your coaches and parents in order to get them involved. We also ask that once your season is over, **PLEASE** do not stop sending information to parents of seniors. We understand that you feel the need to not include them any longer, but they are still a part of our community until graduation, therefore we need their support throughout the year.

RABC has 2 primary, ongoing fundraisers that require all teams/activities to participate in: Membership and Concessions. Both of these fundraisers provide funds to go directly into your team/activities account along with the RABC General Fund.

Concessions:

Every team/activity will be assigned a date/game to work the concession stand throughout the Fall, Winter, and Spring seasons. There will be a schedule sent out for the Fall Concessions in August, in November for the Winter concessions and then in early March for the Spring concessions. The schedule will contain all of the concession stand information. The schedule will also be posted on the RABC SC Webpage and Website (www.raptoractivitiesboosterclub.com). You are responsible for finding all the volunteers needed to fill your date/game slot. If your team/activity is not able to work your assigned slot, you need to contact the concession scheduler at scconcessions01@gmail.com at least 2 weeks prior to your assigned date so they can find a replacement. All teams will earn a flat rate of \$175 for the slot that they work during the Fall and Winter seasons (the Spring season is volunteer time and we encourage students to work these). These will be paid out monthly and deposited directly into your team/activity account. The concession stand will need managers to open and close the stand; these positions get \$25 credit for their volunteer time for all concessions at Silver Creek, which will be deposited directly into your team/activity account. If you are a manager for the home varsity football games at Everly Montgomery field, you will receive \$75 into your team/activity account.



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Membership:

By encouraging your parents to become members of the Booster Club can actually make your job easier. When they are members, they will receive all of the communication that the booster club puts out, they will see what RABC is all about and see where the needs are. Also, with every membership, they will be donating a portion of the fee to the team/activity of their choice. Membership fees help to cover any administration costs, homecoming events, general fund requests, trainer supplies and more. Parents can become a member by filling out the [membership form](#) or at the [RABC Events website](#). We would love to see 100% participation this year!!

RABC holds two major fundraiser events a year, Dancing with the Silver Creek Stars and the Raptor Run, both are in the Fall this year. Both of these fundraisers require lots of volunteers and participation. More information regarding these fundraisers will be sent out.

RABC sponsors our Homecoming Parade and Tailgate BBQ every year. We will need volunteers to help us make these a fun and successful event for our students and community. We help prepare meals for the Silver Creek staff during conference time and organize After Prom. We need your help to get the word out about these things to find the volunteers to make it happen.

Every team/activity will need to sign a [Letter of Intent](#) to show their commitment to the Booster Club. In this letter, we ask that you find one member of your program to sit on each RABC committee. This helps us along with taking some of the burden off of you.

Some Basic Parent Rep Responsibilities:

- Meet with the coach/leader to find out what their budget is for the year and the needs of the program.
- Partner with the coach/activity leader to determine the amount of fundraising that will be needed for the year.
- Communicate with your coach/leader throughout the year. RABC is here to help try to meet the needs of teams/activities that they can not do with their own fundraising
- Send out communication information for the coach to the the teams. Some teams assign a team parent rep for each team level, that helps all programs stay in the know.

Thank you again for serving in this way,
Your 2018/2019 RABC Board