

Booster Club Bylaws Comparison Chart

Documents referenced:

[CCSD Athletic Handbook - CCSD Booster Club Guidelines](#)

[2024 Comp Cheer Bylaws – 2025 Comp Cheer \(Proposed\) Bylaws](#)

Section/Feature	District Booster Club Guidelines (PDF Reference)	CCSD Athletic Handbook (Junior Program)	Current Creekview Bylaws (2025)	Older FILE Version	Notes & References
Official Name	✓ Required (p.1)	—	✓ Present	✓ Present	District: “Official name of the organization/group” [1]
Purpose/Mission	✓ Required (p.1)	—	✓ Present	✓ Present	District: “Statement containing the group’s purpose/mission/objective” [1]
Membership Eligibility	✓ Required (p.1)	—	✓ Present	✗ Not explicit	District: “Membership eligibility criteria” [1]
Non-Discrimination Policy	✓ Required (p.1)	—	✓ Present	✗ Not present	District: “Statement of non-discrimination...” [1]
Annual Dues/Fees	✓ Required (p.1)	—	✓ Present	✗ Not detailed	District: “Annual dues/fees” [1]
Officers (Pres, Sec, Treas)	✓ Required (p.1)	—	✓ Present	✓ Present	District: “President, Secretary and Treasurer” [1]
Officer Selection	✓ Required (p.1)	—	✓ Present	✓ Present	District: “Selection procedure, titles, duties...” [1]
Officer Terms	✗ Not specified	—	✓ Present	✓ Present	Not required by district
Meetings & Minutes	✓ Required (p.1-2)	—	✓ Present	✓ Present	District: “Meeting schedules and requirements... open meetings, minutes recorded” [1]

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Quorum	✗ Not specified	—	✓ Present	✓ Present	Not required by district
Committees	✓ Required (p.1)	—	✓ Present	✓ Present	District: “Listing of all subcommittees...” [1]
Financial Controls	✓ Required (p.1-2)	—	✓ Present	✓ Present	District: “Annual audit, independent accounts, dual signatures, etc.” [1]
Banking	✓ Required (p.2)	—	✓ Present	✓ Present	District: “Maintain their own bank accounts...” [1]
Fundraising Compliance	✓ Required (p.2)	—	✓ Present	✗ Not present	District: “All fundraisers... must have prior written approval of the Principal” [1]
Record Retention	✓ Required (p.2)	—	✓ Present	✓ Present	District: “Minutes... will be recorded and retained...” [1]
Annual Audit/Review	✓ Required (p.1)	—	✓ Present	✗ Not explicit	District: “Procedures for an annual independent audit” [1]
Conflict of Interest	✓ Required (p.1)	—	✓ Present	✓ Present	District: “Properly adopted bylaws...” [1]
Whistleblower Protection	✗ Not specified	—	✓ Present	✗ Not present	Best practice, not required by district
Document Accessibility & Digital Archiving	✓ Required (p.2)	—	✓ Present	✗ Not present	District: “Copies of minutes will be available to CCSD and the public” [1]
Vendor Vetting & Coach Oversight	✗ Not specified	—	✓ Present	✗ Not present	Added for transparency and financial integrity

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Annual Disclosure & Responsibilities Acknowledgment	✗ Not specified	—	✓ Present	✗ Not present	Ensures board accountability
Board Member Transition & Exit Requirements	✗ Not specified	—	✓ Present	✗ Not present	Ensures smooth transitions and compliance
Junior Program Section	✗ Not in guidelines	✓ Required (Athletic Handbook, p.16–17)	✓ Present	✗ Not present	Handbook: Junior programs must be financially independent and report to main booster club
Dissolution Clause	✓ Required (p.1)	—	✓ Present	✗ Not present	District: “Procedures to amend the bylaws or adopt additional bylaws” [1]

Legend:

✓ = Present/Required

✗ = Not present/Not required

— = Not addressed in this document

References:

- **District Booster Club Guidelines:** [Booster-Club-Guidelines.pdf][\[1\]](#)
- **CCSD Athletic Handbook (Junior Program):** [Handbook, pp. 16–17](#)