

Form KJA -E1

Principal Authorization of a Parent Support Organization

From KJA-R: *The school principal must authorize the affiliation of the Parent Support Organization before commencement of any of the group's activities. The principal will use District Form KJA-E1 to authorize or deny authorization to any Parent Support Organization. A copy of the signed Form KJA-E1 will be provided to the Organization/Club and will also be maintained on file in the Principal's office, the Las Cruces Public Schools Finance Department, and the Teaching & Learning Division.*

School Year: _____

School: _____

Name of Parent Support Organization/Activity or Sport supported:

Form submitted by: _____

The Parent Support Organization named above has submitted:

- A Parent Support Organization Information Sheet with the name and contact information of current board members and signatures assuring that the board members understand agree to comply with NMAA Rules and District Policies.
 - A current constitution and by-laws for the organization that comply with LCPS Regulation KJA.
 - A list of proposed fundraising activities to be conducted by the Parent Support Organization for the current school year. Activities may be revised or added with Principal permission.
 - The annual financial statement and a copy of the organization's IRS filing. (due to the Principal and LCPS Finance Department by July 31).
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- *I authorize the Parent Support Organization named above to use the name and logo of the school and conduct fund-raising activities to benefit the associated student group as outlined in Policy KJA and Regulation KJA -R.*
 - *I deny authorization of the above named Parent Support Organization named above for the following reasons:*

Principal Signature

Date

