

2019-2020 PARENT SUPPORT ORGANIZATION TIMELINE

- ✓ **Attend Mandatory Parent Support Organization Workshop**
 - Wednesday, April 17, 2019 – 5:30 p.m. – District Office Main Board Room
 - Information posted online at www.dysart.org, under **Parents/Get Involved/Parent Support Organizations**

 - ✓ **Obtain Approval and Support from School Administrator**
 - Each Parent Support Organization must be approved by the School Principal
 - Application for Approval must be signed by the Principal

 - ✓ **All Officers Must be Registered as Dysart Volunteers**
 - Register as a volunteer with the District Volunteer & Compliance Specialist through the Community Education department
 - Fingerprint clearance is required

 - ✓ **Completed Application for Approval**

Submit to Business Services office between July 1, 2019 and August 16, 2019

 - Completed Application for Approval for **all** Parent Support Organizations
 - Copy of current bylaws
 - Copy of Arizona Corporation Commission filing
 - Copy of IRS Confirmation of Form 990 filing
 - Copy of Current Treasurer's Report and Bank Statement **OR** Annual Audit Report
 - Documented Revenue and Expenses July 1, 2018 to June 30, 2019 on application
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