

Understanding FCPS Regulation and Notice 8424

FOR: Booster Club, PTA, PTO Managed Fee-Based Classes, Clinics, Leagues, and Summer Youth Camps

The six workshops for Fall Classes/Clubs will all be held virtually at 5:30pm- 6:30pm on the following dates:



- **Monday, August 5th**
- **Monday, August 12th**
- **Thursday, August 15th**
- **Monday, September 9th**
- **Thursday, September 19th**
- **Monday, October 7th**

This is an information meeting that is offered yearly to assist Booster/PTA/PTO volunteers responsible for managing after-school classes, clinics, leagues, or summer camps. The presentation will include the following topics:

- Procedures for use including ADM-24 application process and deadlines.
- Proper promotional flier information.
- Use of independent contractors (outside businesses) vs. FCPS employees for classes, clinics, and camps.
- How FCPS employees can work these activities and receive compensation.
- Review of the process for the Booster/PTA/PTO to reimburse FCPS for the compensation paid to FCPS employees for these activities.

***To REGISTER to attend and receive the meeting link or for questions,
Please email Community Use Section at FCPSCOMMUNITYUSE@FCPS.EDU
Or call us at (571) 423-2340***