



SPONSOR FORM

2019-2020

McAllen Independent School District
Additional Supplementary Duty Pay

Club Sponsor: _____

Club: _____

Campus: _____

For eligibility club sponsors must submit all supporting documentation to the CTE Director for verification and signature by **Friday April 24, 2020**. Proof of documentation per semester for **ALL** listed activities will be required. Partial payment on each category is prohibited. TEA CTE Qualifying Organizations: FFA, FCCLA, BPA, TPSA, HOSA, DECA, Skills USA, FIRST. **Initials indicate completion of task.**

INITIALS

- 1. Official Club Roster of paid members and CTSO Official Guidelines (**\$100.00**)
 - a) copy of the student list and registration _____
 - b) official CTSO Charter local by-laws turned-in by Friday November 8, 2019; to include a minimum of 10 students _____
- 2. Student Activity Agendas (four) and student sign-in sheets due on/before April 24, 2020
 - a) copy of student sign-in sheet (**\$75.00**) _____
 - b) meeting minutes (**\$75.00**) _____
 - c) evidence of promotion thru Social Media or Marketing Campaign (**\$75.00**) _____
 - d) fundraiser documentation (**\$75.00**) _____
- 3. Officer Leadership Training (**\$100.00**). Conference Registration
This documentation must list the names of students _____
- 4. Student Competition at District, Regional and Area must afford students' diverse opportunities in the form of leadership and skill events. **Students that only have a project will not attend state competition.**
 - a) _____ (**\$300.00**) _____
 - b) _____ (**\$300.00**) _____
 - c) _____ (**\$300.00**) _____
- 5. Service Learning Project required: two per year (**\$200.00**).
Official Announcement of Service Learning Project and Student Sign-In Sheet (with at least five students on the sign-in sheet. Please provide photographs) _____
- 6. State or National Competition (**\$400.00**)
Paper work for travel must be cleared for payment of this portion. _____
- 7. FCCLA, DECA, BPA, TPSA, Skills USA, and HOSA when event is scheduled after teacher contract days (**\$500.00**) If applicable the amount will be paid in the July or August paycheck. _____

Club Sponsor

CTE Director

Date

Your signature confirms that you have complied, reviewed and submitted all required documentation described above.