

SPONSOR FORM 2023-2024 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 <u>Friday April 19, 2024</u>. Proof of documentation per semester for ALL listed activities will be required. Partial payment on each category is prohibited. TEA CTE Qualifying Organizations are: FFA, FCCLA, BPA, HOSA, DECA, FIRST, and Skills USA. 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 17, 2023; to include a minimum of 10 students	
2.	Student Activity Agendas (four) and student sign-in sheets due on/before Friday April 19, 2024	
	a) copy of student sign-in sheet (\$100.00)	
	b) meeting minutes (\$100.00)	
	c) evidence of promotion thru Social Media to post at least once per week #misdcte (\$100.00)_	
3.	Officer Leadership Training Conference Registration (\$100.00)	
	This documentation must list the names of students	
	<i>a</i> ) CTSO Official Leadership Conference <b>OR</b> <i>b</i> ) MISD District CTSO Conference	
4.	Student Competition at District / Regional / Area must afford students' diverse	
	opportunities in the form of leadership and skill events.	
	a)(\$300.00)	
	<i>b</i> )(\$300.00)	
	c) (\$300.00)	
5.	CTSO Team Building opportunities (\$200.00)	
	a) Service Learning Project AND b) CTSO Fundraiser - one of each per year	
	<i>Please provide sign-in sheet (minimum 5 students), agenda, official flyer (or invitation), and one photograph</i>	
	(or invitation), and one photograph	
6.	State, National or FIRST So, TX Regional Championship Competition	
	(\$400.00) Paper work for travel must be cleared for payment of this portion	
7.	FCCLA, FFA, FIRST, HOSA and Skills USA when event is scheduled after teacher contract days ( <b>\$500.00</b> ) 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. Rev.12/18/23

McAllen ISD Career Technical Education Department does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: John L. Wilde, john.wilde@mcallenisd.net, Director for Student Support Services, Title IX Coordinator (Students and Employees), 2200 Tamarack Ave. Portable 69, McAllen, TX - 78501 (956) 618-6031