



## **Mission Statement**

The Spencerport Football Parents Club (SFPC) is a non-profit organization, formed for the purpose of supporting the football programs in the Spencerport Central School District. SFPC is comprised primarily of parent of the students playing football. We are not directly associated with the Spencerport Central School District, but are under the “umbrella” of the Spencerport Sports Booster Club and support completely the programs, policies, and procedures of the school district, administration, athletic department, and football programs. Through our efforts we try to make the experience of being a “RANGER” a little more special for all involved with the program, especially our players. We strongly believe in the slogan “Our Family Will Define the Traditions.”



## Organizational Structure Duties/Responsibilities

### A. Officers

1. President
  - Parent of a current player
  - Schedules meetings
  - Prepares agendas
  - Presides over all Parent Club meetings
  - Primary liaison to coaching staff and administration
  - Schedules post season banquet with varsity football coach
  - Football Family Picnic
  - Oversees fundraising
2. Vice President
  - Assists President
  - Oversees fund raising
  - Football Family Picnic
3. Treasurer
  - Handles all financial functions
  - Budget preparation
  - Financial reports
  - Financial control
  - Payment of bills
  - Submit year-end financial report to Spencerport Sports Booster Club and athletic office
4. Secretary
  - Records minutes for meetings
  - Distributes copies to members and school administration
  - Responsible for creating and sending informational mailings
5. Publicity Director
  - Responsible for advertising fundraisers in papers. etc.
  - Responsible for developing rewards for students in community service
  - Contact Media after games, Photographer



6. Varsity Liaison
  - Parent of a Varsity player
  - Assemble a list of phone numbers and emails for parents and players
  - Relay information from coach to parents
  - Coordinate Team Dinners
  - Responsible for continuing Ranger Football Traditions (i.e. Game programs, halftime post game “snacks”, pre/post game “get together,” Blue/Gold attire at games, homecoming, etc.)
  
7. JV Liaison
  - Parent of a JV player
  - Assemble a list of phone numbers and emails for parents and players
  - Relay information from coach to parents
  - Coordinate Team Dinners (optional)
  - Responsible for continuing Ranger Football Traditions (i.e. Game programs, halftime post game “snacks”, pre/post game “get together,” Blue/Gold attire at games, homecoming, etc.)
  
8. Freshman Liaison
  - Parent of a Freshman player
  - Assemble a list of phone numbers and emails for parents and players
  - Relay information from coach to parents
  - Responsible for continuing Ranger Football Traditions (i.e. Game programs, halftime post game “snacks”, pre/post game “get together,” Blue/Gold attire at games, homecoming, etc.)
  
9. Modified B Liaison - Blue
  - Parent of a Modified B player
  - Assemble a list of phone numbers and emails for parents and players
  - Relay information from coach to parents
  - Responsible for continuing Ranger Football Traditions (i.e. Game programs, halftime post game “snacks”, pre/post game “get together,” Blue/Gold attire at games, homecoming, etc.)
  
10. Modified B Liaison - Gold
  - Parent of a Modified B player
  - Assemble a list of phone numbers and emails for parents and players
  - Relay information from coach to parents



- Responsible for continuing Ranger Football Traditions (i.e. Game programs, halftime post game “snacks”, pre/post game “get together,” Blue/Gold attire at games, homecoming, etc.)

## B. Committees:

### 1. Clothing

- Chaired by a varsity parent
- Assisted by the parent of a junior
- Sell Spencerport football clothing at all home games and certain other events or activities
- Arrange for “Spirit Pack” (T-Shirts, etc.) for Varsity players in preseason
- End of season – gifts for banquet
- Organize Parent Game Day – clothing attire – school colors
- Lifting Shirts

### 2. Program Book Coordinator

- Chaired by a varsity parent
- Assisted by the parent of a junior
- Oversee procurement of advertisements
- Program Booklet Design (receive approval from athletic director) and print copies
- Team and individual pictures
- Statistic updates (from varsity coach and athletic office)

### 3. Field Set-Up Committee

- Game day field set up (coordinate w/ director of PE/Athletics)
- Chain crew (4 people)

### 4. Team Dinners – **Parent Liaisons**

- Coordinate team dinners at school cafeteria/or location of choice prior to each game
- Coordinate team post game and get together when appropriate
- Required for Varsity
- Optional for other levels

### 5. Homecoming

- Organize parade involvement – float, etc.
- Stadium/Field Decorations



- Organize Alumni Breakfast and Decorate Cafeteria
  - Coordinate event with Cheerleaders
6. Senior Night
- Coordinate event with Cheerleaders
  - Organize gifts
7. Banquet Coordinator
- Coordinates banquet for Varsity, JV, and Freshman teams
  - Date / site / contracts
  - Ticket sales / financing
  - Awards
  - Senior Gifts – Plaques
  - Coordinates small banquets/ pizza or ice cream social for modified teams with team liaisons
8. Concessions Coordinator
- Coordinate scheduling of volunteers for football concession stand
  - Relies on liaison team lists, cheerleader parent lists, alumni, community at large, SSBC, and SCSD P.I.G. student volunteers
9. Fundraiser Coordinator
- Coordinate fundraising activities for SFPC
  - Adhere to SCSD policies
  - Prior approval needed by SSBC
10. Alumni Mailing Coordinator
- Coordinate all mailings to alumni.