




GOOSE CREEK CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
LEANA R. DIXON
TREASURER/CONTROLLER

M E M O R A N D U M

To: Goose Creek CISD Booster Club Presidents & Treasurers
CC: Campus Principals
From: LeAna R. Dixon, Treasurer/Controller 
Subject: **Submission of Financial Information**

The Governmental Accounting Standards Board (GASB) implemented Statement No. 39 which requires supporting organizations (i.e., booster clubs) to submit their end-of-year financials to the District in order to determine whether these organizations should be considered a “competent unit”.

In order to meet this critical requirement, it is imperative that all supporting organizations submit the required financial information in a timely manner to the campus principal. Once received and reviewed by the principal, the financial information should be forwarded to the Business Services Department.

Appendix B of the booster club guidelines provides a confirmation statement which should be submitted along with your end-of-year financial information. An example of required financial information can be found as Appendix C of the guidelines. If your organization already has an automated program or other documentation method in place, this format may be acceptable provided that all financial elements requested are provided.

All financial information should be presented as of as of May 31st for end-of-year submission and must be submitted, along with the confirmation statement, to the campus principal **no later than June 30th**.

Please contact me at (281) 707-3362 if you have any questions.

Thank you!