

# Smyrna High School Band Boosters

## BoosterHub Chat Function Policy

*Adopted by the SHSBB Board of Officers*

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### **Purpose**

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The BoosterHub chat function is provided as a communication tool for members of the Smyrna High School Band Boosters. Its purpose is to support open, respectful, and productive communication among band families, volunteers, and board members regarding band and booster club activities. Due to system limitations, admins cannot monitor or mediate chats created without attaching one of the officers or directors to that chat. Therefore, it is imperative that every member read and acknowledge the expectations of conduct and understand their role in maintaining a safe and productive environment while using this communication tool.

### **Acceptable Use**

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All chat communication must be relevant to band or booster club topics, including but not limited to:

- Upcoming events, rehearsals, and performances
- Fundraisers and volunteer opportunities
- Announcements from the booster board or band director
- Questions and information related to band activities

The chat function is not intended for personal conversations, commercial solicitation, political commentary, or any subject matter unrelated to the band program.

### **Standards of Conduct**

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All members are expected to communicate in a manner consistent with the values of the Smyrna High School Band Boosters and in full compliance with Rutherford County Schools policies. The following conduct is strictly prohibited:

- Abusive, threatening, or harassing language directed at any individual or group
- Discriminatory language or content based on race, ethnicity, religion, gender, sexual orientation, disability, or any other protected characteristic
- Profanity or obscene content
- Sharing of false, misleading, or defamatory information
- Any content that would violate Rutherford County Schools policy

## Enforcement

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Enforcement of this policy is the responsibility of all members of SHSBB, parents, and students. Only board officers are authorized to issue warnings, assign chat restrictions, or disable the chat function. If there is a violation of these terms, the officers AND directors must be notified as soon as possible with screenshots of the conversation if possible.

Violations will be handled as follows:

1. First Offense — The member will receive a formal written warning from a board officer. The warning will identify the violation and reference this policy.
2. Second Offense / Serious Violation — The member will be assigned a Time Out designation within BoosterHub, which will disable their ability to participate in chat. This restriction will remain in place until the member submits a written request to the board for reinstatement. The board reserves the right to deny reinstatement at its discretion.

**Note:** Violations of a sufficiently serious nature — including but not limited to threats, hate speech, or conduct that creates a hostile environment will result in immediate Time Out designation without warning, at the discretion of the board and may require referral to the school administration or law enforcement if necessary.

## Administrative Controls

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The SHSBB Board of Officers retains the authority to disable the BoosterHub chat function for all members at any time. This action may be taken when necessary to maintain a safe and productive environment, during sensitive situations, or at the board's discretion. Members will be notified if chat access is suspended organization-wide.

## Acknowledgment

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By using the BoosterHub chat function, all members agree to abide by this policy. Questions regarding this policy should be directed to any member of the SHSBB Board of Officers.

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*Approved by the SHSBB Board of Officers*

Date: 05/12/2026

## Member Acknowledgment

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By signing below, we acknowledge that we have read, understand, and agree to abide by the SHSBB BoosterHub Chat Function Policy.

Parent / Guardian Name (Print): \_\_\_\_\_

Parent / Guardian Signature: \_\_\_\_\_ Date:  
\_\_\_\_\_

Student Name (Print): \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_