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# STILLWATER BOARD OF EDUCATION CFB-E1

## ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE

Due April 30 each year or upon request of a new account

Reporting School Year: 2026-2027

Sponsor Name: Olivia Smith

Name of Activity Fund: SMS Singers

Account No: 941

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:

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ACTIVITY FUND SUBACCOUNT BUDGET	PAGE 3	<i>OS</i>
ACTIVITY FUND FUNDRAISER REQUEST(S) (pg. 4)	PAGE 4	<i>OS</i>
REPORT ON PRIOR YEAR ACTIVITY FUND SUBACCOUNT BUDGET*	PAGE 2	<i>OS</i>

*\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.*

**Adoption Date: February 21, 2012 Revision Date(s): 9/10/19 Page 1 of 4**

RECEIVED APR 30 2026

2

MS

941

**STILLWATER BOARD OF EDUCATION CFB-E1**

**SMS Singers**

**ACTIVITY FUND REQUEST FOR ACCOUNT**

DATE: 4/17/26

SITE: SMS

ACCOUNT NAME: SMS Singers

PURPOSE

SOURCE(S) OF INCOME -

Fundraisers, Donations, Activity Fees

PLANNED EXPENSES

T-Shirts, Binders, Sheet Music, Contest Fees, Field Trips

RECEIVED APR 30 2026

SPONSOR NAME

OLIVIA SMITH

SIGNATURE



PRINCIPAL/DIRECTOR

Jackie Jackson

SIGNATURE



**TO BE COMPLETED BY FINANCE DEPARTMENT**

APPROVED BY: Ronald Boyds DATE: 4/30/26

ACCOUNT NUMBER: 941

BOARD OF EDUCATION APPROVAL DATE: \_\_\_\_\_

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# STILLWATER BOARD OF EDUCATION CFB-E1 ACTIVITY FUND SUB ACCOUNT BUDGET

Reporting School Year: 26-27

Sponsor Name: Olivia Smith

Name of Activity Fund: SMS Singers

Account No: 941

NEXT YEAR EST. ACTUALS\*

1. ESTIMATED BEGINNING CASH BALANCE, JULY 1 \$ \_\_\_\_\_ \$ \_\_\_\_\_

2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:

Fundraisers	\$12,000
Activity Fees	\$5,000
Donations	\$500
Total Revenues	\$17,500

3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2) \$ \_\_\_\_\_

4. EXPENDITURES AND ESTIMATED AMOUNTS:

T-Shirts	\$4,000
Binders	\$500
Sheet Music	\$600
Contest Fees	\$240
Field Trips	\$2,500
Total Expenditures	\$7,840

5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3) \$ \_\_\_\_\_

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# STILLWATER BOARD OF EDUCATION CFB-E1

## FUNDRAISER REQUEST

Submit one copy per fundraiser (Due April 30 and November 30)

Reporting School Year: 26-27

Sponsor Name: Olivia Smith

Name of Activity Fund: SMS Singers

Account No: 941

**DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):**

Students will sell catalogue items from a website by sharing the link with the community. Items include snacks such as popcorn, chips, and pretzels.

**PURPOSE OF RAISING FUNDS:**

For expenses such as T-Shirts, Binders, Sheet Music, Contest Fees, and Field Trips

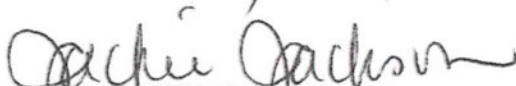
**FUNDRAISER DATES:** FALL SEMESTER

**AMOUNT OF MONEY TO BE RAISED:**

EST. INC. \$9,000 - EST. EXP. \$0 = EST. PROFIT \$9,000

  
SPONSOR SIGNATURE

\_\_\_\_\_  
ATHLETIC DIRECTOR AUTHORIZATION

  
PRINCIPAL AUTHORIZATION

\_\_\_\_\_  
BOARD OF EDUCATION APPROVAL DATE

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

**FUNDRAISER PROFIT**

ACT. INC. \_\_\_\_\_ - ACT. EXP. \_\_\_\_\_ = ACT. PROFIT \_\_\_\_\_ (Reconciles to Deposits) (Reconciles to fundraiser related POs) (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE FINANCIAL SECRETARY SIGNATURE SPONSOR

*Adoption Date: February 21, 2012 Revision Date(s): 9/10/19 Page 4 of 4*

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## FUNDRAISER REQUEST

Submit one copy per fundraiser (Due April 30 and November 30)

Reporting School Year: 26-27

Sponsor Name: Olivia Smith

Name of Activity Fund: SMS Singers

Account No: 941

**DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):**

Community Garage Sale – Students have the option to donate items to be sold to the community. They will also help to advertise and sort the donated items.

**PURPOSE OF RAISING FUNDS:**

For expenses such as T-Shirts, Binders, Sheet Music, Contest Fees, and Field Trips

**FUNDRAISER DATES:**    SPRING SEMESTER

**AMOUNT OF MONEY TO BE RAISED:**

EST. INC. \$3,200 - EST. EXP. \$200 = EST. PROFIT \$3,200

  
SPONSOR SIGNATURE

\_\_\_\_\_  
ATHLETIC DIRECTOR AUTHORIZATION

  
PRINCIPAL AUTHORIZATION

\_\_\_\_\_  
BOARD OF EDUCATION APPROVAL DATE

**FUNDRAISER CLOSEOUT**

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

**FUNDRAISER PROFIT**

ACT. INC. \_\_\_\_\_ - ACT. EXP. \_\_\_\_\_ = ACT. PROFIT \_\_\_\_\_ (Reconciles to Deposits) (Reconciles to fundraiser related POs) (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: \_\_\_\_\_ TO \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE FINANCIAL SECRETARY SIGNATURE SPONSOR

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

Due April 30 each year or upon request of a new account

Reporting School Year: 2026-2027 Sponsor Name: Josh Zimmerman

Name of Activity Fund: Student Council Account No: 946

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:

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*\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.*

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 4/21/2026 SITE: SMS

ACCOUNT NAME: Student Council - 946

PURPOSE

To provide support to our school through student representatives.

SOURCE(S) OF INCOME

Donations and possible fundraising.

PLANNED EXPENSES

Field Trips for students, appreciation gifts/events, food for students/staff

SPONSOR NAME

Josh Zimmerman

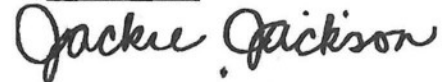
SIGNATURE



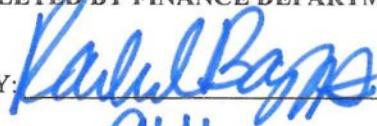
PRINCIPAL/DIRECTOR

Jackie Jackson

SIGNATURE



TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY:  DATE: 4/22/26

ACCOUNT NUMBER: 946

BOARD OF EDUCATION APPROVAL DATE: \_\_\_\_\_

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2026-2027 Sponsor Name: Josh Zimmerman

Name of Activity Fund: Student Council Account No: 946

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>2200</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
<u>Donations</u>	\$ <u>100</u>	
<u>Possible Fundraising (TBD)</u>	\$ <u>400</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>500</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>2700</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
<u>Field Trip - Semester 1(TBD)</u>	\$ <u>200</u>	
<u>Field Trip - Semester 2 (TBD)</u>	\$ <u>200</u>	
<u>Supplies for Students</u>	\$ <u>200</u>	
<u>Career Day Event</u>	\$ <u>200</u>	
<u>Appreciation Events (TBD)</u>	\$ <u>200</u>	
_____	\$ _____	
Total Expenditures:	\$ <u>1000</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>1700</u>	\$ _____



ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 4/16/26 SITE: SMS

ACCOUNT NAME: SMS TSA/ ~~activities~~ NE

PURPOSE

Raise funds to pay for hardware, consumables, & other costs associated with participating in TSA.

SOURCE(S) OF INCOME

- student fees
- donations
- fundraisers

PLANNED EXPENSES

conference fees, supplies, travel, technology needs, meals for students.

SPONSOR NAME

Matt Elliott

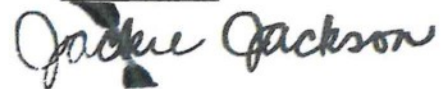
SIGNATURE



PRINCIPAL/DIRECTOR



SIGNATURE



TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: Lauren Boyd DATE: 4/30/26

ACCOUNT NUMBER: 9417

BOARD OF EDUCATION APPROVAL DATE: \_\_\_\_\_

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: 2025-2026 Sponsor Name: Matt Gillis

Name of Activity Fund: ISA Account No: 947

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ <u>1,974.61</u>	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
<u>Fundraising Events/Donations</u>	\$ <u>4,500</u>	
<u>Dues from Students</u>	\$ <u>1,000</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>5,500</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>7,474.61</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
<u>Fundraising Expenses</u>	\$ <u>1,050</u>	
<u>Competition/Registration Expenses</u>	\$ <u>2,000</u>	
<u>Club Shirts</u>	\$ <u>200</u>	
<u>Competition Supplies</u>	\$ <u>300</u>	
_____	\$ _____	
_____	\$ _____	
Total Expenditures:	\$ <u>3,550.00</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>3,924.61</u>	\$ _____

FUNDRAISER REQUEST

Submit one copy per fundraiser (Due April 30)

Reporting School Year: 2026-2027 Sponsor Name: MATHCLUB

Name of Activity Fund: SMS TSA Account No: 947

DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):

Restaurant nights - local

PURPOSE OF RAISING FUNDS:

Trojans, meals, TSA shirts, tournaments, conferences, competition supplies

FUNDRAISER DATES: START Aug. 2026 END April 2027

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 900 - EST. EXP. 0 = EST. PROFIT 900

SPONSOR SIGNATURE [Signature]

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: END DATE:

FUNDRAISER PROFIT

ACT. INC. - ACT. EXP. = ACT. PROFIT (Reconciles to Deposits) (Reconciles to fundraiser related POs) (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

FUNDRAISER REQUEST

Submit one copy per fundraiser (Due April 30)

Reporting School Year: 2026-2027 Sponsor Name: Matt Elliott

Name of Activity Fund: SMS TSA Account No: 947

DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):

Hat Day

PURPOSE OF RAISING FUNDS:

Money for TSA conference/competition supplies & fees

FUNDRAISER DATES: START Sept 2026 END April 2027

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$200 - EST. EXP. \$20 = EST. PROFIT \$180

SPONSOR SIGNATURE [Signature]

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

PRINCIPAL AUTHORIZATION [Signature: Jackie Jackson]

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: END DATE:

FUNDRAISER PROFIT

ACT. INC. (Reconciles to Deposits) - ACT. EXP. (Reconciles to fundraiser related POs) = ACT. PROFIT (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

FUNDRAISER REQUEST

Submit one copy per fundraiser (Due April 30)

Reporting School Year: 2026-2027 Sponsor Name: Matt Elliott

Name of Activity Fund: SML TSA Account No: 947

DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):

OSU Concerts

PURPOSE OF RAISING FUNDS:

Fees, materials, supplies

FUNDRAISER DATES: START Aug 2026 END May 2027

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$2,000 - EST. EXP. 0 = EST. PROFIT \$2,000

SPONSOR SIGNATURE

Jackie Jackson

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: END DATE:

FUNDRAISER PROFIT

ACT. INC. - ACT. EXP. = ACT. PROFIT (Reconciles to Deposits) (Reconciles to fundraiser related POs) (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

FUNDRAISER REQUEST

Submit one copy per fundraiser (Due April 30)

Reporting School Year: 2026-2027 Sponsor Name: Matt Elliott

Name of Activity Fund: SMS TSA Account No: 947

DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):

Funks 2 orgs, collecting old shops

PURPOSE OF RAISING FUNDS:

TSA shirts, s-applies, conference need

FUNDRAISER DATES: START Aug 2026 END Dec 2027

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$1,000 - EST. EXP. 0 = EST. PROFIT \$1,000

SPONSOR SIGNATURE

Jackie Jackson

PRINCIPAL AUTHORIZATION

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: END DATE:

FUNDRAISER PROFIT

ACT. INC. - ACT. EXP. = ACT. PROFIT (Reconciles to Deposits) (Reconciles to fundraiser related POs) (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

FUNDRAISER REQUEST

Submit one copy per fundraiser (Due April 30)

Reporting School Year: 2026-2027 Sponsor Name: MATHELLIA

Name of Activity Fund: SMS TSA Account No: 947

DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):

STEM Night: people pay a fee to come & play with robots & TSA projects

PURPOSE OF RAISING FUNDS:

TSA conference supplies, meals, travel, registration fee

FUNDRAISER DATES: START Sept 2026 END March 2027

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. \$2,000 - EST. EXP. \$500 = EST. PROFIT \$1,500

SPONSOR SIGNATURE

Jackie Jackson

PRINCIPAL AUTHORIZATION

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: END DATE:

FUNDRAISER PROFIT

ACT. INC. - ACT. EXP. = ACT. PROFIT (Reconciles to Deposits) (Reconciles to fundraiser related POs) (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

MS

ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE

Due April 30 each year or upon request of a new account

Reporting School Year: 26-27

Sponsor Name: Sydney Weiser

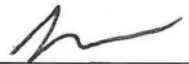



Name of Activity Fund: Theatre

Account No: 949

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:

RECEIVED APR 30 2026

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\*This is the form found on page 2, but should be the plan submitted the prior year updated with last year's actual revenues, expenditures, and ending cash balance.

ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 4/22/26

SITE: SMS

ACCOUNT NAME: Theatre 949

PURPOSE

Provide funds for costumes, props, sets, rentals, etc. for Musical Theatre and Theatre Arts.

SOURCE(S) OF INCOME

- Ticket sales
- School dance

PLANNED EXPENSES

Costume, props, set, rentals

SPONSOR NAME

Sydney Weiser

SIGNATURE

*[Handwritten Signature]*

PRINCIPAL/DIRECTOR

Jackie Jackson

SIGNATURE

*[Handwritten Signature]*

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: *[Handwritten Signature]*  
949

DATE: 4/30/26

ACCOUNT NUMBER: \_\_\_\_\_

BOARD OF EDUCATION APPROVAL DATE: \_\_\_\_\_

**ACTIVITY FUND SUBACCOUNT BUDGET**

Reporting School Year: '26-'27 Sponsor Name: Sydney Weiser

Name of Activity Fund: Theatre Account No: 949

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ _____	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
<u>Ticket sales</u>	\$ <u>4000</u>	
<u>dance</u>	\$ <u>3000</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ <u>07000</u>	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ <u>0</u>	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
<u>Costumes</u>	\$ <u>500</u>	
<u>set</u>	\$ <u>500</u>	
<u>props</u>	\$ <u>100</u>	
<u>back drop rental</u>	\$ <u>500</u>	
<u>Community Center rental</u>	\$ <u>1600</u>	
_____	\$ _____	
Total Expenditures:	\$ <u>03200</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ <u>03800</u>	\$ _____

FUNDRAISER REQUEST

Submit one copy per fundraiser (Due April 30)

Reporting School Year: '26-'27 Sponsor Name: Sydney Weiser
Name of Activity Fund: Theatre Account No: 949

DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):

School dance. Entry Fee, Concessions

PURPOSE OF RAISING FUNDS:

to produce future shows

FUNDRAISER DATES: START early spring END early spring

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 3000 - EST. EXP. 0 = EST. PROFIT 3000

SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Jackie Jackson
PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: END DATE:

FUNDRAISER PROFIT

ACT. INC. - ACT. EXP. = ACT. PROFIT
(Reconciles to Deposits) (Reconciles to fundraiser related POs) (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

FUNDRAISER REQUEST

Submit one copy per fundraiser (Due April 30)

Reporting School Year: '26-'27 Sponsor Name: Sydney Weiser
Name of Activity Fund: Theatre Account No: 949

DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):

Musical theatre ticket sales to be sold at and for performances

PURPOSE OF RAISING FUNDS:

To produce future shows

FUNDRAISER DATES: START 3/5/27 END 3/6/27

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 4000 - EST. EXP. 0 = EST. PROFIT 4000

SPONSOR SIGNATURE

Jackie Jackson

PRINCIPAL AUTHORIZATION

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: END DATE:

FUNDRAISER PROFIT

ACT. INC. - ACT. EXP. = ACT. PROFIT (Reconciles to Deposits) (Reconciles to fundraiser related POs) (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE

**ANNUAL ACTIVITY FUND PLANNING AND APPROVAL PACKAGE**

Due April 30 each year or upon request of a new account

Reporting School Year: 2026-2027 Sponsor Name: Jennifer Daffern

Name of Activity Fund: Yearbook Account No: 951

The Stillwater Board of Education believes that activity fund money generated through student fundraising during any year should be used to benefit the students involved in generating those funds. If applicable, please provide an explanation of a fund balance that exceeds \$1000 and 30% of projected revenue:

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ACTIVITY FUND REQUEST FOR ACCOUNT

DATE: 3/30/2026

SITE: Stillwater Middle School

ACCOUNT NAME: Yearbook

PURPOSE - to enhance community within our schools, training & education (including workshops & travel for students & sponsor)

SOURCE(S) OF INCOME - donations, profit from sales, fundraisers

PLANNED EXPENSES - supplies, equipment, shirts, consumables, awards, yearbooks to donate

SPONSOR NAME Jennifer Daffern

SIGNATURE Jenny Daffern

PRINCIPAL/DIRECTOR Jackie Jackson

SIGNATURE Jackie Jackson

TO BE COMPLETED BY FINANCE DEPARTMENT

APPROVED BY: [Signature]

DATE: 4/22/26

ACCOUNT NUMBER: 951

BOARD OF EDUCATION APPROVAL DATE:

ACTIVITY FUND SUBACCOUNT BUDGET

Reporting School Year: 2026-2027 Sponsor Name: Jennifer Daffern

Name of Activity Fund: Yearbook Account No: 951

	NEXT YEAR EST.	ACTUALS*
1. ESTIMATED BEGINNING CASH BALANCE, JULY 1	\$ _____	\$ _____
2. SOURCE OF ALL REVENUES AND ESTIMATED AMOUNTS:		
<u>donations (pet pics)</u>	\$ <u>300</u>	
<u>sales</u>	\$ <u>6,000</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total Revenues:	\$ _____	\$ _____
3. TOTAL CASH BALANCE PLUS REVENUES (ADD 1 AND 2)	\$ _____	\$ _____
4. EXPENDITURES AND ESTIMATED AMOUNTS:		
<u>books donated</u>	\$ <u>1,000</u>	
<u>shirts</u>	\$ <u>1,000</u>	
<u>equipment</u>	\$ <u>1,000</u>	
<u>consumables</u>	\$ <u>1,000</u>	
<u>workshops, training</u>	\$ <u>1,000</u>	
_____	\$ _____	
Total Expenditures:	\$ <u>5,000</u>	\$ _____
5. ENDING CASH BALANCE, JUNE 30 (SUBTRACT 4 FROM 3)	\$ _____	\$ _____

FUNDRAISER REQUEST

Submit one copy per fundraiser (Due April 30)

Reporting School Year: 2026-2027 Sponsor Name: Jennifer Daffern

Name of Activity Fund: Yearbook Account No: 951

DESCRIPTION OF FUNDRAISER (INCLUDING ITEMS TO BE SOLD AND HOW):

Pet Portraits
Yearbook Ads

PURPOSE OF RAISING FUNDS:

-to support creation of the yearbook d
distribute yearbooks to low-income students

FUNDRAISER DATES: START 11/3/26 END 11/21/26 ?

ACOUNT OF MONEY TO BE RAISED:

EST. INC. 300 - EST. EXP. 300 = EST. PROFIT -0-

Jenny Daffern
SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION
(applicable only if athletic fundraiser)

Jackie Jackson
PRINCIPAL AUTHORIZATION

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: END DATE:

FUNDRAISER PROFIT

ACT. INC. - ACT. EXP. = ACT. PROFIT
(Reconciles to Deposits) (Reconciles to fundraiser related POs) (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: TO

SPONSOR SIGNATURE

FINANCIAL SECRETARY SIGNATURE