



STILLWATER PUBLIC SCHOOLS
STILLWATER BOARD OF EDUCATION

PREPARED BY: Mrs. Kristie Newby, MBA, CFE, Chief Financial Officer
APPROVED BY: Uwe Gordon, Superintendent
Dr. Janet Vinson, Acting Superintendent
DATE: May 13, 2025

AGENDA ITEM:

Annual Activity Account Fund Raising Projects for FY 2024-2025

BOARD ACTION REQUESTED:

Motion to Approve Annual Activity Account Fund Raising Projects for FY 2024-2025

BACKGROUND INFORMATION:

Fund Raising project bring additional revenue into activity accounts. They are typically approved on the accounts Annual Activity Fund Planning Packages. However, when fund raising projects become available throughout the year that are not listed on the accounts Annual Activity Fund Planning Packages, it must be presented to the Board for approval.

FUNDRAISER REQUEST

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

Reporting School Year: 24-25 Sponsor Name: Rebecca Palmatary

Name of Activity Fund: Hat Day at SHS and SJHS Account No: 932

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

Students can purchase a Hat Day sticker for \$1 to wear a hat during the school day! SHS on 4/30 and SJHS on 5/1.

PURPOSE OF RAISING FUNDS:

Offset cost of 7 teams traveling to Dallas, TX for Worlds Competition.

FUNDRAISER DATES: START 4/30 END 5/1

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 500 - EST. EXP. 0 = EST. PROFIT 500

Rebecca Palmatary SPONSOR SIGNATURE

Walter Howell

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. (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 RECEIVED APR 04 2025

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

Reporting School Year: 2024-2025 Sponsor Name: Rebecca Palmatary

Name of Activity Fund: Pioneer Robotics Account No: 932

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

SJHS Spring Fling Dance on April 17th 5:30-7:00pm in SJHS cafeteria and gym 1.

PURPOSE OF RAISING FUNDS:

Raise funds for Worlds Robotics Competition in Dallas, TX in May.

FUNDRAISER DATES: START April 14, 2025 END April 17, 2025

ACCOUNT OF MONEY TO BE RAISED: 1,900
EST. INC. 2,000 - EST. EXP. 100 = EST. PROFIT \$ 0.00

Rebecca Palmatary

SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

[Signature]

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 and November 30)

Reporting School Year: 2024-2025 Sponsor Name: Rebecca Palmatary

Name of Activity Fund: Pioneer Robotics Account No: 932

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

Selling parking spaces at SHS during the "Boys from Oklahoma Concert" on April 10-13

PURPOSE OF RAISING FUNDS:

Raise funds towards the Worlds Competition in Dallas, TX in May 2025

FUNDRAISER DATES: START April 10th END April 13th

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 5,000 - EST. EXP. 0 = EST. PROFIT 5,000 \$ 0.00

Rebecca Palmatary SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

Walter Howell 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 and November 30)

Reporting School Year: 24-'25 Sponsor Name: Billy Sneed

Name of Activity Fund: BPA Account No: JH-38

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

Change War + Sponsorships

909

PURPOSE OF RAISING FUNDS:

To make donation in BPA (STHS) name and to purchase prizes for BPA teacher/staff recognition

FUNDRAISER DATES: START 4/21/25 END 4/25/25

AMOUNT OF MONEY TO BE RAISED:

EST. INC. 900 - EST. EXP. 96⁰⁰ = EST. PROFIT 804

[Signature]
SPONSOR SIGNATURE

ATHLETIC DIRECTOR AUTHORIZATION
(applicable only if athletic fundraiser)

[Signature]
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 and November 30)

Reporting School Year: 2024-2025 Sponsor Name: Janita Cornell

Name of Activity Fund: Speech & Drama Account No: 883

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

N/A Musical performance Gate / Donations (Spring)

PURPOSE OF RAISING FUNDS:

Fund next year's performance.

FUNDRAISER DATES: START Jan. 2025 END May 2025

ACCOUNT OF MONEY TO BE RAISED:

EST. INC. 2500.00 - EST. EXP. 2500.00 = EST. PROFIT \$ 0.00 (Spent in Fall 2024)

Sponsor Signature: Janita Cornell
Principal Authorization: [Signature]

ATHLETIC DIRECTOR AUTHORIZATION (applicable only if athletic fundraiser)

BOARD OF EDUCATION APPROVAL DATE

FUNDRAISER CLOSEOUT

START DATE: March 28th END DATE: March 29th

FUNDRAISER PROFIT

ACT. INC. 2854 - ACT. EXP. 2518.39 = ACT. PROFIT 335.61 (Reconciles to Deposits) (Reconciles to fundraiser related POs) (Net Increase to acct. due to fundraiser)

RECEIPT BOOK #: 24 TO 24

Sponsor Signature: Janita Cornell

Financial Secretary Signature: Susan Ammons

RECEIVED APR 16 2025